



City of Nedlands

# Corporate & Strategy Reports

**Committee Consideration – 8 August 2017**  
**Council Resolution – 22 August 2017**

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<b>CPS20.17 List of Accounts Paid – June 2017</b>	
<b>Committee</b>	8 August 2017
<b>Council</b>	22 August 2017
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Vanaja Jayaraman – Acting Manager Finance
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Creditor Payment Listing June 2017 2. Purchasing Card Payments June 2017 (30 <sup>th</sup> May – 28 <sup>th</sup> June)

## **Executive Summary**

In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* Administration is required to present the List of Accounts Paid for the month to Council.

## **Recommendation to Committee**

**Council receives the List of Accounts Paid for the month of June 2017 (refer to attachments)**

## **Discussion/Overview**

### **Background**

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid to be prepared each month, showing each account paid since the last list was prepared. This list is to include the following information:

1. the payee's name;
2. the amount of the payment;
3. the date of the payment; and
4. sufficient information to identify the transaction.

The list is to be presented to the Council at the next ordinary meeting of the Council after the list is prepared and recorded in the minutes of that meeting.

### **Risk Management**

The accounts payable procedures ensure that no fraudulent payments are made by the City, and these procedures are strictly adhered to by the officers. These include the final vetting of approved invoices by the Manager Finance and the Director Corporate and Strategy (or designated alternative officers).

## Conclusion

The List of Accounts Paid for the month of June 2017 complies with the relevant legislation and can be received by Council (see attachments)

## Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

## Budget/Financial Implications

Nil.



## CITY OF NEDLANDS

## All Payments 1/06/2017 to 30/06/2017

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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
<b>NAB - Municipal Account</b>						
<b>CHEQUE</b>						
60674	HIGHBURY HOMES	02/06/2017	-240.00	INV	REFUND VERGE MATERIALS PERMIT APPLICATION 50 LISLE	240.00
60675	WATER CORPORATION	02/06/2017	-3,092.18	INV	TENNIS COURTS AT 10 DRAPER ST 22/3/17 TO 22/5/17	441.17
				INV	GARDEN AT R1 FINCH WAY 22/3/17 TO 22/5/17	146.53
				INV	RD VERGE OPP PRINCE ALBERT 23/3/17 TO 22/5/17	109.35
				INV	RESERVE MOPNTGOMERY AV 22/3/17 TO 22/5/17	284.81
				INV	PARK AT KIRKWOOD RD27/3/17 TO 24/5/17	205.74
				INV	WATER FOR HALL AT DRAPPER ST 22/03-22/05/2017	199.06
				INV	WATER FOR INFANT HEALTH CENTRE 25/03-23/05/2017	206.02
				INV	WATER BOWLING CLUB AT SMYTH RD 15/03-16/05 RECOUP	436.49
				INV	WATER FOR HALL AT 45 MONASH AVE 15/03-16/05/2017	192.92
				INV	WATER FOR CLUB AT 282 MARINE PDE 27/03-24/05/2017	870.09
60676	CITY OF NEDLANDS - CASH CHEQUE / PE	02/06/2017	-122.65	INV	PETTYCASH ADMIN	122.65
60677	CITY OF NEDLANDS - CASH CHEQUE / PE	08/06/2017	-536.70	INV	NEDLANDS LIBRARY PETTYCASH	342.70
				INV	PETTYCASH TRESILLIAN	194.00
60678	WATER CORPORATION	08/06/2017	-92.29	INV	RD VERGE # 7A BROCKWAY RD 23/3/17 TO 22/5/17	48.11
				INV	INFANT HEALTH CENTRE 22/3/17 TO 22/5/17	44.18
60679	ROY ARTHUR	08/06/2017	-55.00	INV	REMOVAL OF POSTER	55.00
60680	JEFFERY B SMITH	08/06/2017	-1,650.00	INV	CHEQUE REISSUE TO OWNER-CHQ13072 CANCELLED	1,650.00
60681	CITY OF NEDLANDS - CASH CHEQUE / PE	15/06/2017	-384.20	INV	PETTYCASH ADMIN	79.00
				INV	PETTYCASH NCC	305.20
60682	SHIRE OF KALAMUNDA	15/06/2017	-8,563.68	INV	LSL REIMBURSMENT TO SHIRE OF	8,563.68
60683	WATER CORPORATION	15/06/2017	-2,730.49	INV	WATER FOR CENTRE AT ADDERLEY ST 25/03-24/05	1,522.27
				INV	WATER FOR CHANGE ROOMS AT MARINE PDE 04/04-25/05	438.80
				INV	WATER FOR VERGE 24 ALFRED RD 23/03-24/05/2017	30.62
				INV	WATER FOR BEACH FACILITIES MARINE PDE 04/04-25/05/	34.99



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				INV	118 WOOD ST SWEANBOURNE 27/3/17 TO 29/5/17	166.21
				INV	RESERVE AT 54 BIRDWOOD PDE 1/4/17 TO 1/6/17	194.25
				INV	RESERVE AT 116 HACKETT RD 03/4/17 TO 06/06/17	334.61
				INV	RD VERGE AT WARATH ROBERT ST 31/03/17 TO 02/06/17	8.74
60684	MEGARA CONSTRUCTIONS PTY LTD	15/06/2017	-158.44	INV	79 KIRWAN ST-APPLICAION NOT REQUIRED	158.44
60685	STORM NETBALL CLUB INC	15/06/2017	-400.00	INV	KIDSPORT VOUCHER BRITTANY & SINEAD READING	400.00
60686	PERRY LAKES HAWKS BASKETBALL ASSOCI	15/06/2017	-220.00	INV	KIDSPORT VOUCHER IDAANI ARIYARATNE	220.00
60687	MS A M MATHESON	15/06/2017	-145.00	INV	MEDIUM RISK FOOD BUS CLASSIFICATION CHANGED TO LOW	145.00
60688	WATER CORPORATION	22/06/2017	-9,200.54	INV	53 JUTLAND PDE DALKIETH - 01/5/17 TO 30/6/17	119.44
				INV	INFANT HEALTH CENTRE 3/4/17 TO 1/6/17	1,033.37
				INV	AMENITIES BROADWAY NEDLANDS 3/4/17 TO 7/6/17	605.06
				INV	RESERVE AT L 61 VICTORIA AV 3/4/17 TO 7/6/17	6.56
				INV	RESEVE AT L 792 ESPLANADE DALKEITH 3/4/17 TO7/6/17	10.94
				INV	WATER FOR CAFE AT 278 MARINE PDE 04/04-25/05/2017	5,691.06
				INV	WATER FOR TENNIS COURT SMYTH RD 01/05-30/06/2017	199.06
				INV	WATER FOR BOWLING CLUB JUTLAND PDE 01/05-30/06/201	279.70
				INV	WATER CLUB VICTORIA AVE 03/04-01/06/2017	257.39
				INV	WATER FOR SPORTS GROUND AT BEATRICE RD 03/04-01/06	465.91
				INV	WATER FOR CLUB AT 140 MELVISTA 01/04-02/06/2017	325.98
				INV	WATER FOR TENNIS COST AT BEATRICE ST 01/04-02/06/2	206.07
60689	MRS EVELYN LOH	22/06/2017	-451.35	INV	RATES REFUND	451.35
60690	MELODY INTERNATIONAL	22/06/2017	-1,500.00	INV	VERGE BOND REFUND	1,500.00
60691	L TIMPANO	22/06/2017	-1,500.00	INV	VERGE BOND REFUND	1,500.00
60692	JASON SIMPSON	22/06/2017	-250.00	INV	2016-17 YOUTH GRANT FUND	250.00
60693	JOSH LAMB	22/06/2017	-250.00	INV	2016-17 YOUTH GRANT FUND	250.00



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Chg/Ref	Pavee	Date	Amount	Tran	Description	Amount
60694	SIAN MUNKS	22/06/2017	-250.00	INV	2016-17 YOUTH GRANT FUND	250.00
60695	CITY OF NEDLANDS - CASH CHEQUE / PE	30/06/2017	-656.40	INV	TRESILLIAN PETTYCASH	148.25
				INV	PETTYCASH ADMIN	239.90
				INV	PETTYCASH MT CLAREMONT LIBRARY	26.45
				INV	PETTYCASH NEDLANDS LIBRARY	241.80
60696	WATER CORPORATION	30/06/2017	-898.30	INV	PARK AT MELVISTA AV- 01/05/17-30/06/17	609.82
				INV	WATER FOR NON-RES AT JUTLAND PDE 03/04-01/06/2017	288.48
60697	CASSANDRA CHINKIN	30/06/2017	-48.00	INV	COURSE FEE REFUND	48.00
60698	OASIS LOTTERIES HOUSE INC	30/06/2017	-1,857.00	INV	RATES EXAMPT PROPERTY 37 HAMPDEN RD	1,857.00
60699	DEAN HUMPHREY	30/06/2017	-480.00	INV	REFUND VERGE PERMIT	480.00
60700	MR BILL HENWOOD	30/06/2017	-78.20	INV	REFUND INFRINGEMENT 3022395 APPEAL DECISION WITHDR	78.20
60701	CITY OF NEDLANDS - PAYMENT TO MUNI	30/06/2017	-1,187.55	INV	UNCLAIMED CHQ - REGISTER TO TRUST	1,187.55
<b>Total CHEQUE</b>			<b>-\$36,997.97</b>			

### EFT

PY01-25	NAB - MUNICIPAL ACCOUNT	13/06/2017	-348,903.19			
PY01-26	NAB - MUNICIPAL ACCOUNT	27/06/2017	-327,497.88			
932	EFT TRANSFER: - 02/06/2017	02/06/2017	-376,323.77	<b>932.100-01</b>	<b>Advantech Mobile Auto Electric</b>	
				INV	Rewire new Andersen plug for electric ramps	347.00
				INV	Supply and fit new AC Delco battery to Ford	195.00
				<b>932.10042-01</b>	<b>G C Sales WA</b>	
				INV	6x Single bin locking posts galvanised steel	1,221.00
				<b>932.10056-01</b>	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	342.00
				INV	Payroll Deduction	342.00
				<b>932.10210-01</b>	<b>Educational Experience Pty Ltd</b>	



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				INV	outdoor and indoor programme resources, evacuation	658.90
				<b>932.10249-01</b>	<b>Martin Cuthbert Landscapes</b>	
				INV	Fortnightly Maintenance (Call out rate) etc	473.00
				<b>932.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Maintenance Masons Gardens	315.70
				INV	Maintenance Montgomery and Stephenson Avenue etc	158.40
				INV	Green stock and pathway maintenance Swanbourne,	2,622.40
				INV	etc Green stock and pathway maintenance Swanbourne, etc	1,389.30
				<b>932.10843-01</b>	<b>Volunteering WA</b>	
				INV	Event Volunteering Workshop - Volunteering WA 660.00	
				<b>932.11421-01</b>	<b>Waterlogic Australia</b>	
				INV	4 Month Standing Order: Water (filtered) service, etc	680.90
				<b>932.11559-01</b>	<b>Icon Septech Pty Ltd</b>	
				INV	1400Dia Enc R25 drainage product supply	1,980.00
				<b>932.11732-01</b>	<b>Local Government Professionals</b>	
				INV	Local Government Professional Workshop -Ivan Perei	290.00
				INV	Local Government Professional Workshop - Finance	290.00
				INV	Local Government Professional Workshop - Shayla Br	290.00
				INV	LGMA Network Event Non Member registration	55.00
				INV	LG Finance Professionals Conference - Nana	700.00
				<b>932.11795-01</b>	<b>Mr J Donaldson</b>	
				INV	152 Stirling Hwy- Taylor Rd IGA- car park opposite	50.00
				<b>932.11899-01</b>	<b>Taylor Burrell Barnett</b>	
				INV	LPS3 Planning Consultancy Services â Preparation	11,533.61
				<b>932.11954-01</b>	<b>Carealot Home Health Services Pty L</b>	
				INV	Casual Domestic Assistance to HACC clients	862.40
				<b>932.12117-01</b>	<b>SAI Global Ltd</b>	
				INV	Access to online Australian standards Planning	186.81
				<b>932.12314-01</b>	<b>Altus Traffic</b>	
				INV	ANZAC Day Traffic Control	3,082.11
				<b>932.12364-01</b>	<b>West Tip Waste Control Pty Ltd</b>	
				INV	Delivery and disposal of 10m3 skip bin to Nedlands	1,920.00
				<b>932.12642-01</b>	<b>Domain Catering</b>	
				INV	Catering for Councillor Briefing 2 May 2017	525.00
				INV	Catering Volunteer Appreciation Event	488.50
				<b>932.12677-01</b>	<b>Wilson Security</b>	
				INV		





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				INV	Mt Claremont Lib evening patrol - 1/4/17-30/4/17	237.07
				INV	Nedlands Lib Evening Patrol 1/2/17 -28/2/17	357.42
				INV	Nedlands Library Evening Patrol for April	386.30
				<b>932.12682-01</b>	<b>Synergy</b>	
				INV	Electricity for Moss Vale Floreat 16/03-16/05	68.90
				INV	Electricity for various locations 28/04-26/05/2017	2,328.98
				<b>932.12693-01</b>	<b>Photo Perth Wholesale Pty Ltd</b>	
				INV	5 x Type 1 - P150 Archive Box 0.1mm Grey 380, etc	73.73
				<b>932.12754-01</b>	<b>Armaguard</b>	
				INV	Banking Pickup - April 2017	1,323.08
				<b>932.12918-01</b>	<b>GLG GreenLife Group Pty Ltd</b>	
				INV	Landscape Maintenance as per RFT 2013/14.21 -, etc	7,662.49
				<b>932.13129-01</b>	<b>Quality Traffic Management Pty Ltd</b>	
				INV	Traffic mtce, removal Brockway rd.	5,634.53
				INV	Installation, maintenance and removal of traffic Bo	1,876.81
				INV	Design of Traffic management plan and TCD's, etc	357.28
				INV	Design of Traffic management plan Watkins Rd	357.28
				INV	Design of Traffic management plan Strickland	357.28
				INV	street 2 Traffic Controllers, 1 Vehicle with Signage	1,086.58
				INV	at	686.40
				INV	2 Traffic Controllers, 1 Vehicle with Signage at M	336.73
				INV	Installation, mtce and removal of traffic Leon Rd	1,410.49
					Traffic Management Services for City of Nedlands-	
				<b>932.13280-01</b>	<b>Accessible Transit Specialists</b>	
				INV	Repairs to wheelchair hoist on Mercedes bus. Pick	594.00
				<b>932.13327-01</b>	<b>By Word of Mouth Catering</b>	
				INV	Catering for Council Meeting 23 May 2017	654.50
				<b>932.13384-01</b>	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	71.01
				<b>932.13412-01</b>	<b>Quick Corporate Australia</b>	
				INV	Stationery for Admin	31.90
				INV	Stationery for office	319.81
				INV	Stationery	5.53
				<b>932.13802-01</b>	<b>Kool Digital Graphics</b>	
				INV	Artwork Design of signage	451.00
				<b>932.13803-01</b>	<b>Snap Printing - Northbridge</b>	
				INV	Printing Business Sundowner Invitations	265.88
				<b>932.13812-01</b>	<b>Mrs N M Ceric</b>	
				INV	Mobile phone reimbursement May 2017	43.00



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				932.13869-01	<b>Instant Products Hire</b>	
				INV	On Going: Portable toilet hire for John 23rd Depot	222.66
				932.14004-01	<b>Drainflow Services Pty Ltd</b>	
				INV	Standing order for the month, April 2017 Drainage	2,688.40
				INV	Standing order for the month, April 2017 Drainage	396.00
				932.14037-01	<b>Beaver Tree Services Aust Pty Ltd</b>	
				INV	Arborist, groundperson- 9 Throssell St Dalkeith -r	1,148.40
				INV	Refer quote-# 92794. 3 Hillway	948.20
				932.14164-01	<b>Ms S Hibbert</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: Watercolour	1,060.00
				932.14165-01	<b>Bridgestone Select Nedlands</b>	
				INV	Bridgestone 255 X 70 X 16 light truck tyres.	1,188.00
				932.14311-01	<b>Mossy's Mini Excavations</b>	
				INV	9 Milyarm Rise Swanbourne - Light Pole Relocation	7,766.00
				932.14451-01	<b>Cleandustrial Services Pty Ltd</b>	
				INV	Cleaning services April2017	35,441.47
				INV	Periodic and service request Adam Armstrong Pavil	2,178.00
				932.14514-01	<b>Valvoline Australia Pty Ltd</b>	
				INV	205 litre drum of Synpower FE 5w30 engine oil, de	1,217.70
				INV	205L drum of Synpower FE 5w30 engine oil-PO529055	1,217.70
				932.14535-01	<b>Skyline Landscape Services</b>	
				INV	Lawn Mowing Maintenance Contract for April 20, etc	4,312.72
				932.14684-01	<b>JB Hi Fi Claremont</b>	
				INV	Library stock DVDs and CDs adult Nedlands, Li, etc	1,005.11
				932.14688-01	<b>Supreme Shades</b>	
				INV	Installation and removal of 2 x shade sails a, etc	3,245.00
				932.14693-01	<b>Easifleet</b>	
				INV	Payroll Deduction	1,033.71
				INV	Payroll Deduction	722.78
				932.14748-01	<b>System Maintenance</b>	
				INV	Monthly fire pump set and service	290.29
				932.14786-01	<b>Rubek Automatic Doors</b>	
				INV	Technician to service Nedlands library doors for	418.00
				932.14802-01	<b>Kwik Kopy Centre - Perth CBD</b>	
				INV	Nedlands Volunteer Resource Centre Promotional	100.00
				932.14826-01	<b>Raymond David Haywood</b>	
				INV	SharePoint Consultancy Services - 05/05/2017	4,840.00
				INV	SharePoint Consultancy Services - Shire of Doweri	4,702.50



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				932.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	parking signs 26/4/17	137.50
				INV	Aluminium plates for restoration signage	475.20
				932.14932-01	<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Air conditioning maintenance- depot, Air cond, etc	775.50
				INV	Air conditioning maintenance- depot workshop	104.50
				INV	Air conditioning maintenance- admin	1,659.90
				932.14980-01	<b>OSHGroup Pty Ltd</b>	
				INV	Casual Community Care Officer	275.00
				932.14993-01	<b>Marketforce</b>	
				INV	Tresillian Term 2 program advertisement - WSW Tu	317.12
				INV	Tresillian Enrolment Term 2 2017 advertisement -	778.79
				INV	Ad in Western Suburbs Weekly on 11/04/17 and Pos	1,113.63
				932.15005-01	<b>Beclarwise</b>	
				INV	Novated car lease payment for 3 staff members	2,470.56
				932.15008-01	<b>All Earth Group Pty Ltd</b>	
				INV	Supply and Deliver Brickies Sand	686.17
				INV	Supply and Deliver Brickies Sand	532.13
				932.15074-01	<b>Bandit Tree Equipment</b>	
				INV	Sharpen 3 X Chipper knife sets. 24 X knife bolts	1,046.25
				932.15122-01	<b>CTI Couriers Pty Ltd</b>	
				INV	Courier between Western Suburbs library April, etc	328.19
				932.15125-01	<b>Selectus Pty Ltd</b>	
				INV	Novated car lease payment for Romaine	427.26
				932.15159-01	<b>Floral Image Perth</b>	
				INV	Floral arrangement X 2 for reception area	278.85
				932.15209-01	<b>Mrs L Driscoll</b>	
				INV	Internet cost reimbursement as per contract Mar-Apr	99.90
					<b>Robertson Hayles Lawyers Pty Ltd</b>	
				932.15217-01	Legal advice on employment matters	
				INV	<b>Eco Edge Rectic Supplies</b>	3,927.00
				932.15258-01	Highview Park - 2 x 15 litre containers of Li, etc	
				INV	<b>RMS Training</b>	880.00
				932.15262-01	Maintenance Team Training- 5/5/17 to 10/5/17	
				INV	<b>Budo Group Pty Ltd</b>	7,320.00
				932.15279-01	Variance reconstruction works for RFQ 2016/17, etc	
				INV	Works to refurbish The Marlows wall as per RFQ 20	16,621.63
				INV	<b>Robert Half Australia Pty Ltd</b>	21,630.02
				932.15284-01		



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				INV	Temporary Finance Officer - for 2 weeks	1,660.56
932.15301-01	<a href="#">Institute of Building and Technology</a>			INV	Advanced Diploma of Building Surveying - Amanda G	584.73
932.15305-01	<a href="#">Miss M T Dias</a>			INV	IAP2 Engagement methods-return flights to Sydney	2,072.70
932.15313-01	<a href="#">B Van Ngat Le</a>			INV	Volunteer vehicle fuel reimbursement 190km@0.66c	125.40
932.2230-01	<a href="#">Ecoscape Australia</a>			INV	Accepted lump sum fee proposal for provision of P	1,320.00
932.350-01	<a href="#">AIM - Australian Institute of Manag</a>			INV	Emerging Leaders Program, Accommodation & Meals 4	2,500.00
				INV	Corporate Silver Membership - 1/4/2017 - 31/3/2018	2,750.00
932.380-01	<a href="#">Australian Taxation Office</a>			INV	Payroll Deduction	109,820.00
932.400-01	<a href="#">Australian Services Union</a>			INV	Payroll Deduction	69.55
				INV	Payroll Deduction	69.55
932.4120-01	<a href="#">Lightning Laundry</a>			INV	April laundry	475.00
932.5080-01	<a href="#">Oce Australia Ltd</a>			INV	SO 2016 Basic charges at Depot OCE Color Wave 550	196.35
932.5120-01	<a href="#">Office Line</a>			INV	Island Bench - office renovation Nedlands library	429.00
932.640-01	<a href="#">Benara Nurseries</a>			INV	200Ltr Agonis Flexuosa, (paid for by Resident)	401.50
932.6600-01	<a href="#">St John Ambulance Western Australia</a>			INV	Vicki Shannon - Provide First Aid - 1st May 2017	120.00
932.760-01	<a href="#">Brealey Plumbing Service</a>			INV	Plumbing maintenance- PRCC	704.00
932.8110-01	<a href="#">Wattleup Tractors</a>			INV	Roller bearings part No 401-000-017. X 5 off. Peg	1,299.75
932.8169-01	<a href="#">Westbooks</a>			INV	New junior library stock for MtC	42.69
				INV	New junior library stock for MtC	36.36
				INV	Junior library stock for Nedlands	161.91
				INV	Junior stock for Nedlands Library	61.96
932.860-01	<a href="#">Bunnings Group Limited</a>			INV	Kitchenette - MTCC	945.18



# CITY OF NEDLANDS

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				INV	materials used to fix gate at Kirkwood kindergarten	71.95
				INV	materials for cleaning notice boards information	49.61
				<b>932.9872-01</b>	<b>Civica Pty Ltd</b>	
				INV	Nedlands Library - Spydus Year 1	49,863.00
				INV	Authority support serv 10/04-06/05/16 PO525250	3,329.36
933	EFT TRANSFER: - 09/06/2017	09/06/2017	-230,656.87	<b>933.10249-01</b>	<b>Martin Cuthbert Landscapes</b>	
				INV	Fortnightly garden maintenance 71 Stirling Hwy	473.00
				<b>933.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Maintenance Montgomery and Stephenson Avenue;	198.00
				INV	Weeding Heritage, Pine Tree and Moor	79.20
				<b>933.10797-01</b>	<b>Perth Mint Australia</b>	
				INV	Citizenship coins for 2017	215.05
				<b>933.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Weekending 14/5/2017 - Mower, etc	1,679.37
				INV	Weekending 21/5/2017 - Mower, etc	1,359.49
				INV	Payroll P/O for 4-month contract employee	2,056.07
				<b>933.11559-01</b>	<b>Icon Septech Pty Ltd</b>	
				INV	Supply of Drainage products 413W1212R1, Supply	10,024.74
				INV	Supply of Drainage products 413W1212R1, Supp, etc	7,132.40
				INV	Supply of Drainage products 413W1212R1, Supp, etc	7,920.00
				INV	Supply of Drainage products 413W1212	1,119.80
				<b>933.11634-01</b>	<b>Ms N Horley</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				<b>933.11686-01</b>	<b>Mercer Australia Pty Ltd</b>	
				INV	MERCER Training - Job Analysis/Evaluation Bundle	3,630.00
				<b>933.11898-01</b>	<b>Turf Care WA Pty Ltd</b>	
				INV	Apply 'Aquamizer' wetting agent to various location	2,442.00
				<b>933.12026-01</b>	<b>Bolinda Publishing Pty Ltd</b>	
				INV	Library stock adult large print Mt Claremont	370.76
				INV	Library stock adult audio Mt Claremont	465.12
				<b>933.12118-01</b>	<b>Councillor I Argyle</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				<b>933.12120-01</b>	<b>Mr B G Hodsdon</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				<b>933.12250-01</b>	<b>A P Constructions</b>	
				INV	Signage installation Hollywood Reserve	1,325.50
				<b>933.12350-01</b>	<b>Capital Recycling</b>	
				INV	Removal Of 50 Tonnes of Dirt and another 100 Tonner	2,798.40



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				933.125-01	<b>Alchemy Technology</b>	
				INV	SMS Software Maintenance and Support Renewal for	4,928.00
				933.12544-01	<b>Councillor T P James</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				933.12654-01	<b>The Blinds Gallery</b>	
				INV	replacement blinds Nedlands library	235.00
				933.12691-01	<b>Friends of Shenton Bushland Inc</b>	
				INV	Administrative Assistance Grant	420.00
				933.12735-01	<b>Comfort Keepers</b>	
				INV	Provision of domestic assistance to HACC clie, etc	665.14
				933.12743-01	<b>Active Transport &amp; Tilt Tray Svces</b>	
				INV	Transport Squirrel trailer from Depot to Contator	220.00
				933.12833-01	<b>Macri Partners</b>	
				INV	Audit report Swanbourne Dunes Coastwest Project	880.00
				933.12985-01	<b>Mr R M Hipkins</b>	
				INV	Monthly Councillor Allowance 2016/17	5,172.35
				933.13014-01	<b>Nespresso Professional</b>	
				INV	Lungo Leggero (50 Capsule box) x 10, Espresso	465.00
				933.13015-01	<b>Austral Mercantile Collections Pty</b>	
				INV	Refund of payments made in error	6,451.20
				933.13042-01	<b>Totally Workwear - Mount Hawthorn</b>	
				INV	3x lens cleaning wipes 1 x ear plugs	40.46
				933.13129-01	<b>Quality Traffic Management Pty Ltd</b>	
				INV	TMP and Traffic Management Stubbs Terrace	893.20
				933.133-01	<b>Alinta Energy</b>	
				INV	Gas charges for Lot 5837 Beatrice 18/04-17/05/2017	53.20
				933.13306-01	<b>Mr R M Binks</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				933.13369-01	<b>Data#3 Limited</b>	
				INV	2x ZXP3 Black Monochrome Ribbon 1000 Images	87.19
				933.13384-01	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	71.01
				933.13412-01	<b>Quick Corporate Australia</b>	
				INV	Stationery	8.93
				933.13506-01	<b>C Marinovich</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: 3 Painting c	1,696.00
				933.13611-01	<b>United Equipment Pty Ltd</b>	
				INV	Scheduled service and safety inspection to Depot	689.15



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				933.13716-01	<b>Mrs P S Jamieson</b>	
				INV	Tai chi classes x4 @ \$60 each/Yoga Classes x2 @	540.00
				933.13777-01	<b>Covs Parts Pty Ltd</b>	
				INV	SC710 10 metre rolls of tonneau cover shock cord.	89.87
				933.13797-01	<b>Arbor Carbon Pty Ltd</b>	
				INV	Treatment of Tuarts with Armillaria and hydrozoni	12,232.00
				933.13839-01	<b>The Rigging Shed</b>	
				INV	1.3T panel lifts X 3. Safety catches X 4. Deliver	473.00
				933.13857-01	<b>Councillor L McManus</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				933.13863-01	<b>G M S Security (WA) Pty Ltd</b>	
				INV	Call out to site Admin counter check and test Dure	132.00
				INV	Nedlands depot install 2 new cameras to rear mtce	1,848.00
				INV	Nedlands Admin install new strike and reader to me	2,728.00
				933.13872-01	<b>The WRB &amp; SV Hassell Superannuation</b>	
				INV	Monthly Councillor Allowance 2016/17	2,916.66
				933.13918-01	<b>Pirtek Malaga</b>	
				INV	Make up and fit 2 new hydraulic hoses to wheelchair	464.13
				933.13931-01	<b>Enviro Sweep</b>	
				INV	Street sweeping business district inc Broadway	3,379.69
				INV	Sweeping of Circe Circle and school road	622.94
				INV	Street Sweeping of City of Nedlands as per map	24,151.06
				933.13972-01	<b>Proword Enterprises</b>	
				INV	copying cassette tape to CD and transcribing 3	881.63
				933.14037-01	<b>Beaver Tree Services Aust Pty Ltd</b>	
				INV	Grind stump at 65 Clifton St NEDLANDS- 80cm Refer	594.35
				INV	quote-# 93863. Extract bees, aerial inspect	1,877.70
				933.14123-01	<b>J D Wetherall</b>	
				INV	Monthly Councillor Allowance 2016/17	2,208.33
				933.14165-01	<b>Bridgestone Select Nedlands</b>	
				INV	225/60/R17 steel radial tyres X 4, fit, balance, 225/70/	651.01
				INV	R16 light truck tyres X 4, fit, balance, Supply and	1,055.00
				INV	fitting of 195/50R inner tube for Trai	25.00
				933.14190-01	<b>Leda Security Products</b>	
				INV	Depot front gate scheduled servicing	338.80
				933.14208-01	<b>Western Kitchens</b>	
				INV	Supply and install counter top and cabinets to	28,699.00
				933.14232-01	<b>Mr G Hay</b>	



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				INV	Monthly Councillor Allowance 2016/17	2,208.33
933.14233-01	<b>Ms K A Smyth</b>			INV	Monthly Councillor Allowance 2016/17	2,208.33
933.14325-01	<b>All Auds Super Fund</b>			INV	Monthly Councillor Allowance 2016/17	2,208.33
933.14337-01	<b>Denise Cook</b>			INV	Research, interview, transcribe, photograph oral	1,500.00
933.14462-01	<b>Ms N Grant</b>			INV	Term 2 2016 Tutor Fees, Tresillian: Semi Abstrac	636.00
933.14526-01	<b>Action Interiors</b>			INV	Patching ceilings and walls at Nedlands Library	1,842.50
933.14768-01	<b>WA Super (Indiv. Acct)</b>			INV	Member Contribution - Max Hipkins	2,916.66
933.14786-01	<b>Rubek Automatic Doors</b>			INV	Reset automatic entry door at Nedlands library	242.00
933.14840-01	<b>Domain Glass Pty Ltd</b>			INV	window maintenance and glass removal/replacement	5,590.00
933.14888-01	<b>Corsign WA Pty Ltd</b>			INV	NO PUBLIC ACCESS signs 600x450mm	92.40
933.14932-01	<b>Aus Chill Technical Services Pty Lt</b>			INV	Supply and install humidifier filter for Nedlands	670.78
933.14952-01	<b>Mr W R Hassell</b>			INV	Monthly Councillor Allowance 2016/17	598.51
933.14960-01	<b>Anna Ruocco</b>			INV	Term 2 2017 Tutor Fees, Tresillian: Four Italian	1,536.00
933.15010-01	<b>AHG TRADE PARTS PTY LTD</b>			INV	Oil filters, air filters and sump plug gaskets as	1,059.85
933.15019-01	<b>Moore Stephens (WA) Pty Ltd</b>			INV	Financial and Management Reporting Workshops	880.00
933.15045-01	<b>AllPest WA</b>			INV	Quarterly pest control maintenance- MT Claremont P	77.00
933.15080-01	<b>CNW Pty Ltd</b>			INV	Quarterly service David Cruickshank Res change roo	143.00
933.15181-01	<b>Perth Security Fencing Pty Ltd</b>			INV	Conduit and communication supplies needed for	39.55
933.15217-01	<b>Robertson Hayles Lawyers Pty Ltd</b>			INV	Supply and install Palisade Security fencing to N	25,503.50
				INV	Legal advice on employment matter	1,551.00





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				<b>933.15224-01</b>	<b>Boyan Electrical Services - City BI</b>	
				INV	program siren - electrical works Allen Park	113.60
				INV	attend to broken pit that has been run over at Co	248.88
				INV	Trace the underground power at Mt Claremont Oval	398.63
				<b>933.15283-01</b>	<b>Federation Tuckpointing</b>	
				INV	To mechanically prepare the affected mortar joint	1,419.00
				<b>933.15297-01</b>	<b>Mrs C Monro</b>	
				INV	Yoga for Seniors - May classes x4	240.00
				<b>933.15308-01</b>	<b>A. AutoJulia's Driving School</b>	
				INV	May-June 2017 Volunteer Bus Driver Induction (Dep	140.00
				<b>933.1765-01</b>	<b>Contatore Engineering Pty Ltd</b>	
				INV	Manufacture as per samples supplied, kerbing prof	1,650.00
				<b>933.4150-01</b>	<b>LO-GO Appointments</b>	
				INV	Temporary mechanic for Depot workshop 20/05/2017	2,288.00
				<b>933.4370-01</b>	<b>Martineaus Patisserie</b>	
				INV	Catering YAC meeting 10.05.17	70.00
				<b>933.4500-01</b>	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Env. Health Dept contact - legal advice	429.47
				<b>933.4560-01</b>	<b>Boral Bricks Western Australia Pty</b>	
				INV	Pavestone 80mm Heritage Red Paver \$33.451m2 x 209	2,353.42
				<b>933.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	Plumbing maintenance - public toilets, Plumbi, etc	151.80
				<b>933.7675-01</b>	<b>Landgate - GRV</b>	
				INV	Interim Valuation Schedules - 2016-2017	617.02
				<b>933.8010-01</b>	<b>Staples Australia Pty Ltd</b>	
				INV	Nedlands Library A4 paper	46.75
				<b>933.8169-01</b>	<b>Westbooks</b>	
				INV	Library stock adult Mt Claremont	69.96
				INV	Junior stock for Nedlands Library	102.84
				INV	stock adult Mt Claremont Library	56.67
				INV	stock adult Nedlands Library	286.67
				INV	stock adult Mt Claremont Library	20.98
				INV	stock adult Mt Claremont Junior	67.86
				INV	stock for Nedlands Library Junior	193.76
				INV	stock for Nedlands Library stock	52.48
				INV	adult Nedlands Library stock	20.99
				INV	adult Nedlands New junior library	20.99
				INV	stock for MtC	6.99



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				INV	New junior library stock for MtC	17.49
				INV	Library stock adult Mt Claremont	17.49
				INV	Library stock adult Mt Claremont	104.34
				INV	Junior stock for Nedlands Library	23.09
				INV	Library stock adult Nedlands	19.59
				INV	Library stock adult Nedlands	143.39
				INV	Library stock adult Nedlands	78.35
				INV	Junior stock for Nedlands Library	13.99
				INV	Library stock adult Mt Claremont	55.95
				INV	Junior stock for Nedlands Library	104.31
				INV	New junior library stock for MtC	10.49
				INV	New junior library stock for MtC	11.89
				INV	New junior library stock for MtC	46.86
				INV	Library stock adult Nedlands	102.84
				INV	New junior library stock for Nedlands	72.06
				INV	New junior library stock for Nedlands	72.75
				INV	Library stock adult Mt Claremont	20.99
				INV	Library stock adult Mt Claremont	194.45
				INV	New junior library stock for Nedlands	106.33
				<b>933.880-01</b>	<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings- PRCC, etc	1,446.84
935	EFT TRANSFER: - 16/06/2017	16/06/2017	-446,453.80	<b>935.11139-01</b>	<b>Institute of Public Works Engineeri</b>	
				INV	International public Works Conference Perth 2017	7,667.00
				<b>935.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Agency staff hire W/E 21/05/2017 D Casserly	1,644.85
				INV	Weekending 28/5/2017 - Mower, etc	1,679.37
				INV	Weekending 14/5/2017 - Mower, etc	1,359.49
				<b>935.11559-01</b>	<b>Icon Septech Pty Ltd</b>	
				INV	422WLID - Universal Side Entry Lid - Strickland	7,097.86
				INV	422WLID - Universal Side Entry Lid - Strickla, etc	6,388.80
				<b>935.11795-01</b>	<b>Mr J Donaldson</b>	
				INV	Removal of Rubbish from Swanbourne Beach & Nudist	480.00
				INV	Removal of items at 3x recycling stations (admin	150.00
				<b>935.11954-01</b>	<b>Carealot Home Health Services Pty L</b>	
				INV	Casual Domestic Assistance to HACC clients, C, etc	895.95
				<b>935.12026-01</b>	<b>Bolinda Publishing Pty Ltd</b>	
				INV	Library stock adult audio Mt Claremont	440.33
				INV	Library stock adult large print Mt Claremont	161.87



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				935.12644-01	<b>Insight CCS</b>	
				INV	After hours call service provider -April 2017	324.61
				INV	After hours call service provider - Standing Order	509.80
				935.12682-01	<b>Synergy</b>	
				INV	Electricity for Lot 0 Grasby st 12/01-15/03	66.95
				INV	Electricity for 84 Beatrice rd 12/05-08/06/2017	331.75
				INV	Electricity for 2304 Street lights 02/05-01/06/17	39,134.35
				INV	UTs Montgomery Ave, Mtc - 21/1/17 to 24/3/17	479.60
				INV	UTS Montgomery Ave, MTC 25/3/17 to 24/5/17	639.10
				INV	Electricity for Grasby st 16/03-16/05	82.85
				INV	Electricity for various locations 28/04-26/05/2017	4,066.20
				INV	Street lights - 28/4/17 to 27/05/17	1,353.75
				INV	Electricity for Lot 368 Kirkwood 24/03-25/05/2017	914.25
				935.12732-01	<b>Mr N Collard</b>	
				INV	Language Lessons for Mayor and Directors 02/06/20	300.00
				935.12735-01	<b>Comfort Keepers</b>	
				INV	Provision of domestic assistance to HACC clie, etc	1,266.99
				935.12914-01	<b>The Worm Shed</b>	
				INV	Worm Farm order for 45 Seaward Avenue, Swanbourne	247.00
				935.13014-01	<b>Nespresso Professional</b>	
				INV	10 boxes (50 Capsules per box) - Lungo Legger, etc	620.00
				935.13042-01	<b>Totally Workwear - Mount Hawthorn</b>	
				INV	Safety Clothing	67.37
				935.13095-01	<b>Rentokil Initial Pty Ltd</b>	
				INV	Plantscape rental 01/06-30/06/2017	282.67
				935.13129-01	<b>Quality Traffic Management Pty Ltd</b>	
				INV	Design Generic TCD, traffic controller Park rd	3,399.19
				INV	Traffic Management Services for City of Nedlands-	4,933.01
				935.13249-01	<b>Envision Ware Pty Ltd</b>	
				INV	Annual maintenance for print management, rele, etc	4,405.81
				935.13251-01	<b>Nindethana Seed Services Pty Ltd</b>	
				INV	Everlasting seeds for greenways, Everlasting, etc	1,991.00
				935.13280-01	<b>Accessible Transit Specialists</b>	
				INV	Remove valve system in wheelchair hoist, conduct	550.00
				935.133-01	<b>Alinta Energy</b>	
				INV	Gas charges for 110 Smyth rd 22/02-25/05/2017	58.80
				INV	Gas charges for 71 Stirling hwy 22/02-25/05/2017	60.25
				935.13402-01	<b>Wavesound Pty Ltd</b>	



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				INV	Library stock Mt Claremont Audio	755.70
				INV	Library stock Mt Claremont Audio	311.85
				INV	eAudiobooks for One Click Digital	3,425.99
				935.13412-01	<b>Quick Corporate Australia</b>	
				INV	Tresillian Arts Centre stationery/office/venue su	622.90
				935.13428-01	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Rekeying of all locks for council buildings	704.20
				935.13480-01	<b>DU Electrical Pty Ltd</b>	
				INV	Attend fault and fix the pump start radios at Ned	653.40
				935.13733-01	<b>West Coast Spring Water P/L</b>	
				INV	Domestic 15L water supply	23.25
				935.13741-01	<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	#38 Quintilian Dr, Mount Claremont	780.00
				935.13918-01	<b>Pirtek Malaga</b>	
				INV	Supply, fit and adjust flow control valve. Ferg	347.26
				935.13946-01	<b>Plants and Garden Rentals</b>	
				INV	Three month hire & maintenance October, Novem, etc	211.20
				935.13970-01	<b>Site Environmental &amp; Remediation Sv</b>	
				INV	Kitchener Street - Asbestos Testing in Drain Pits	220.00
				935.13971-01	<b>Earthcare (Australia) Pty Ltd</b>	
				INV	RFT 2016/17.06 Beaton Park - AAPS - Provision of	119,659.58
				935.14005-01	<b>Perth Energy Pty Ltd</b>	
				INV	Electricity charges various locations 25/04-24/05/	7,174.12
				935.14037-01	<b>Beaver Tree Services Aust Pty Ltd</b>	
				INV	Off property prune- 14 Cameron Green. boundary	316.80
				935.14052-01	<b>Mr G K Trevaskis</b>	
				INV	Internet reimbursement as per contract 08/06-08/07	59.99
				935.14053-01	<b>Claremont Cellars</b>	
				INV	Drinks for Citizenship Ceremonies	608.97
				935.14074-01	<b>Neri Roofing Contractors</b>	
				INV	Supply and install new roof sheeting and associat	4,235.00
				INV	Supply and install new roof sheeting and associat	29,425.00
				935.14176-01	<b>Advanced Consulting</b>	
				INV	OSH Consultation Service - 2016/2017 financial ye	1,716.00
				INV	OSH Consultation Service - 2016/2017 financial ye	1,573.00
				935.14241-01	<b>King.S Contracting</b>	
				INV	Supply and Install turf edging - No.23A Leon Road	400.00
				INV	Supply and Install Soft Buffalo (Palmetto) - No.2	400.00



# CITY OF NEDLANDS

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				935.14510-01	<b>JB Hi-Fi Group Pty Ltd</b>	
				INV	1 x LG - CBV42-BL PColP Zero Client	375.00
				935.14602-01	<b>Professional Tree Surgeons</b>	
				INV	Tree pruning Hollywood Reserve	407.00
				935.14684-01	<b>JB Hi Fi Claremont</b>	
				INV	Junior DVD and CDs for MtC Library	652.19
				935.14693-01	<b>Easifleet</b>	
				INV	Payroll Deduction	722.78
				INV	Payroll Deduction	1,033.71
				935.14755-01	<b>Red Hot Design</b>	
				INV	3 x YAC t-shirts. white. Wafer L Wafer S Pape	99.00
				INV	6 x City of Nedlands event staff t-shirts in navy	306.90
				INV	15 x 'trucker' caps	165.00
				935.14807-01	<b>Bayvogue Pty Ltd</b>	
				INV	Remove old bricks and install limestone wall at M	2,090.00
				935.14873-01	<b>Westbuild</b>	
				INV	1 Pallet, 60 bags, WestBuild RainProof Kwitset	341.44
				935.14879-01	<b>Stylus Design</b>	
				INV	Tresillian Arts Centre - Design of Tresillian Way	968.00
				935.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	25x Traffic cones	316.25
				INV	street blade order 1/5/17	41.97
				INV	safety signs for depot 11/5/17	99.00
				INV	street blade upgrade/repair Mt Claremont 26/4/17	1,328.97
				935.14932-01	<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Replace old aircon vents at NCC	741.40
				935.14955-01	<b>Nedlands News</b>	
				INV	Nedlands Newspapers 16/04-13/05/2017	193.26
				INV	Newspaper delivery - Admini - 16/4/17 to 13/5/17	82.20
				935.14972-01	<b>Allwestplant hire Australia Pty Ltd</b>	
				INV	Drainage installation	6,380.00
				935.14993-01	<b>Marketforce</b>	
				INV	David Cruickshank Reserve Master Planning Adverti	1,309.41
				935.15005-01	<b>Becarwise</b>	
				INV	Novated car lease payment Greg,Nicole,Lisa	2,470.56
				935.15045-01	<b>AIPest WA</b>	
				INV	Scheduled monthly pest treatment for Tresillian	132.00
				INV	Scheduled monthly pest treatment for NCC kitchen	143.00



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				INV	Scheduled monthly pest treatment for NCC kitchen	132.00
935.15047-01	<b>Abaxa</b>			INV	GPR Service Location-Riverview Court	1,523.50
935.15060-01	<b>Expo Group</b>			INV	10x Bulk waste signs - Corflute Board 700mm (H) x	391.60
935.15069-01	<b>Wormald Australia Pty Ltd</b>			INV	Fire indication panel monitoring for admin -, etc	68.75
				INV	Fire indication panel monitoring for admin -, etc	68.75
				INV	Fire indication panel monitoring for admin	68.75
935.15125-01	<b>Selectus Pty Ltd</b>			INV	Novated car lease payment for Romaine	427.26
935.15193-01	<b>Great Southern Fuel Supplies</b>			INV	Bulk delivery of 4,202 litres Unleaded fuel to ta	5,170.39
935.15224-01	<b>Boyan Electrical Services - City BI</b>			INV	Repairs to plighting at Light Memorial Electrical	185.48
				INV	maintenance- depot	1,123.52
				INV	Attend to lights staying on replace faulty PE cell	235.70
				INV	Repairs to park lighting	185.48
				INV	replace faulty light globe Cavendish gardens	167.88
				INV	Test and repair roundabout lighting	90.88
935.15237-01	<b>StrataGreen</b>			INV	Materials for stabilisation work in Swanbourne	1,230.34
935.15304-01	<b>Remedial Pilates</b>			INV	Pilates for Seniors classes in May x4	300.00
935.15305-01	<b>Miss M T Dias</b>			INV	Reimbursement for online marketing accidentally pur	280.00
935.15319-01	<b>Wise Acoustics Pty Ltd</b>			INV	Acoustic wall tiles	3,215.52
935.15325-01	<b>101 Residential Pty Ltd</b>			INV	Chq60642 Cancelled-Refund application fee incorrec	3,694.00
935.15334-01	<b>J I Gillett</b>			INV	Rates Refund	111.87
935.2048-01	<b>Tillys Home Helpers</b>			INV	Provision of Gardening Service to HACC Clients in	1,188.00
935.2075-01	<b>Landgate</b>			INV	City's Landgate search ownership enquiries	2,422.85
				INV	Landgate-Aerial imagery May 2017	536.80
935.2262-01	<b>Elliott's Irrigation Pty Ltd</b>					



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				INV	Dot Bennett Park - Iron filtration services on fi	236.50
				<b>935.254-01</b>	<b>Artek Signs</b>	
				INV	supply and install club signage to Allen Park pav	1,408.00
				<b>935.2622-01</b>	<b>Fuji Xerox Australia Pty Ltd</b>	
				INV	Fuji-Lease Charges- Serial # 050381	10,722.83
				<b>935.2690-01</b>	<b>Galvins Plumbing Supplies</b>	
				INV	1 x long handle shovel 1 x depth probe	110.48
				<b>935.380-01</b>	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	112,157.00
				<b>935.3910-01</b>	<b>Kleenit Pty Ltd</b>	
				INV	Graffiti removal Rose garden toilet	60.50
				<b>935.4500-01</b>	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Legal Fees - Matter No. 41032	2,544.60
				INV	Matter No. 40990 Invoice No. 97963 - Lease	645.06
				INV	Legal advice in relation to unauthorised developm	640.38
				<b>935.7059-01</b>	<b>The Potters Market</b>	
				INV	2x Venco Pottery Wheel No3 including delivery to	2,296.30
				<b>935.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	Plumbing maintenance - Mt Claremont Community	819.50
				INV	Plumbing maintenance - depot	357.50
				<b>935.8010-01</b>	<b>Staples Australia Pty Ltd</b>	
				INV	Kleenex Tissues carton 48, Schweppes Lemon Li, etc	66.63
				INV	Cleaning and kitchen supplies	72.09
				INV	Burgundy napkins pack 100, Finish Quantum Dis, etc	187.09
				<b>935.8169-01</b>	<b>Westbooks</b>	
				INV	Library stock adult Mt Claremont	89.88
				INV	Library stock adult Mt Claremont	17.49
				INV	Junior stock for Nedlands Library	24.50
				INV	Library stock adult Mt Claremont	209.01
				INV	Junior stock for Mt Claremont Library	17.49
				INV	Library stock adult Mt Claremont	85.58
				INV	New junior library stock for Nedlands	254.54
				INV	Junior stock for Nedlands Library	76.72
				INV	Library stock adult Nedlands	51.07
				INV	Library stock adult Nedlands	39.18
				INV	Library stock adult Mt Claremont	61.57
				INV	Library stock adult Nedlands	314.19
				INV	Library stock adult Nedlands	23.09



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				INV	Library stock adult Nedlands	44.08
				INV	Junior stock for Nedlands Library	44.89
				<b>935.860-01</b>	<b>Bunnings Group Limited</b>	
				INV	Building supplies for capital works at Admin,, etc	37.88
				INV	materials for street tree surrounds and paint for	160.99
				INV	Building Materials - Mt Claremont change room, etc	16.72
				INV	Equipment and building supplies needed for	92.88
				INV	Equipment and building supplies needed for	23.50
				INV	Building Materials - Mt Claremont change room, etc	43.56
				INV	Building Materials - Mt Claremont change room, etc	14.25
				INV	Equipment and building supplies needed for c, etc	14.91
				INV	20x 220L Compost bin plus delivery- Quotation 117	1,093.00
				<b>935.880-01</b>	<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings- Admi, etc	384.98
936	EFT TRANSFER: - 23/06/2017	23/06/2017	-1,084,335.87	<b>936.10843-01</b>	<b>Volunteering WA</b>	
				INV	WA State Volunteering Conference	385.00
				<b>936.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	Replacement chains, Combo fuel cans	498.20
				<b>936.1104-01</b>	<b>Cat Haven</b>	
				INV	STANDING ORDER - Cat Haven Pound Fees 2016/17	450.00
				<b>936.11284-01</b>	<b>Australia Post</b>	
				INV	Total Supply period ending 31/05/17	4,003.75
				<b>936.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Agency staff hire w/e 28/05/2017	2,007.69
				INV	Agency staff hire w/e 04/06/2017	1,644.85
				INV	Agency staff hire w/e 11/06/2017	1,620.66
				<b>936.11732-01</b>	<b>Local Government Professionals</b>	
				INV	2016 - 2017 Membership Martyn Glover	513.00
				<b>936.12372-01</b>	<b>MP Rogers &amp; Associates Pty Ltd</b>	
				INV	Stage 2 river wall works design and documentation	8,151.68
				<b>936.12451-01</b>	<b>GHD Pty Ltd</b>	
				INV	Undertake SIDRA analysis for Road Improvement	4,147.00
				<b>936.12517-01</b>	<b>C White</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: Watercolour	848.00
				<b>936.12534-01</b>	<b>DS Agencies Pty Ltd</b>	
				INV	Classic Plaza Seat Upright, Heritage Green fr, etc	1,573.00
				<b>936.12642-01</b>	<b>Domain Catering</b>	
				INV	Catering for Councillor Briefing 25 May 2017	525.00





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				936.12648-01	<b>Mt Claremont Newsround</b>	
				INV	Mt Claremont Newspapers 23/04-20/05/2017	126.08
				936.12653-01	<b>Sifting Sands</b>	
				INV	Cleaning of Soft fall at Allen Park, Cleaning, etc	7,862.00
				936.12693-01	<b>Photo Perth Wholesale Pty Ltd</b>	
				INV	A3 Library boxes - archival storage	143.94
				936.12714-01	<b>Mobile Mouse</b>	
				INV	Excel Essentials (Intermediate) 18 May 2017 Dur	200.00
				936.12735-01	<b>Comfort Keepers</b>	
				INV	Provision of domestic assistance to HACC clie, etc	57.73
				INV	Provision of domestic assistance to HACC clie, etc	223.27
				936.12777-01	<b>Perth Irrigation Centre</b>	
				INV	Pipe fittings to install oxygen pump at Lakes	671.25
				936.12826-01	<b>C Schilizzi</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: 9 French cla	3,816.00
				936.12902-01	<b>T Yamamoto</b>	
				INV	Tresillian term 1 2017 school holiday tutor fees:	192.00
				936.13093-01	<b>D &amp; T Asphalt Pty Ltd</b>	
				INV	Asphalt Repair Weld and Riley road	1,322.75
				INV	Asphalt Repair Broome and Stirling Hwy	2,541.22
				INV	Standing Order for Asphalt repairs - City Wide -	2,211.00
				INV	Asphalt Repair Mooro Ave	4,389.00
				936.13123-01	<b>Toll Priority</b>	
				INV	Standing Order - Toll Priority	368.65
				936.13129-01	<b>Quality Traffic Management Pty Ltd</b>	
				INV	Traffic Management Underwood Avenue	863.28
				INV	Desgin TMP lump sum moderate complexity Broome st	893.20
				936.13220-01	<b>Lightning Towing</b>	
				INV	STANDING ORDER - Abandoned Vehicle Towing - 2017	138.05
				INV	STANDING ORDER - Abandoned Vehicle Towing - 2017	145.75
				INV	STANDING ORDER - Abandoned Vehicle Towing - 2016/	88.00
				936.133-01	<b>Alinta Energy</b>	
				INV	Gas charges for LOt 123 Melvista 02/03-02/06/2017	35.40
				INV	Gas charges for 21 Tyrell st 02/03-02/06/2017	147.55
				INV	Gas charges for Unit B 60 Stilring 07/03-06/06	35.00
				936.13327-01	<b>By Word of Mouth Catering</b>	
				INV	Catering for Committee Meeting 13 June 2017	654.50
				936.13402-01	<b>Wavesound Pty Ltd</b>	



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				INV	Renewal Atomic Training online resource - Ned, etc	2,454.38
				<b>936.13412-01</b>	<b>Quick Corporate Australia</b>	
				INV	Tresillian Arts Centre stationery/office/venue su	132.81
				INV	Stationery for office	39.07
				INV	Stationery for Admin office	440.41
				<b>936.13428-01</b>	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	ABUS padlock LSF Padlock	74.70
				<b>936.13455-01</b>	<b>History Council of WA Inc</b>	
				INV	renewal of membership of Nedlands Library - Local	100.00
				<b>936.13509-01</b>	<b>J K Wallis</b>	
				INV	Oral history interview, research and transcr, etc	900.00
				<b>936.13568-01</b>	<b>Digital Mapping Solutions</b>	
				INV	Consulting Services to create a new module	3,432.00
				INV	Production and modifications to new Local Plannin	2,574.00
				INV	SO GIS Consulting Service Onsite ( Drew France)	3,234.00
				<b>936.13733-01</b>	<b>West Coast Spring Water P/L</b>	
				INV	15L Cooler bottle water supply to NCC	23.25
				<b>936.13775-01</b>	<b>Australia Post - 604909</b>	
				INV	Total Supply for Period ending 31/05/17	5.36
				<b>936.13863-01</b>	<b>G M S Security (WA) Pty Ltd</b>	
				INV	security monitoring equipment mtce Cruickshank res	1,485.00
				INV	Nedland Library relocate alarm panel,change 4 PIR	1,584.00
				INV	security monitoring equipment maintenance to coun	3,366.00
				<b>936.13869-01</b>	<b>Instant Products Hire</b>	
				INV	On Going: Portable toilet hire for John 23rd Depot	188.27
				<b>936.13959-01</b>	<b>Manheim Pty Ltd</b>	
				INV	STANDING ORDER - Storage fees abandoned vehicles	220.00
				<b>936.13980-01</b>	<b>Website Weed &amp; Pest WA Pty Ltd</b>	
				INV	Spray all road-side kerbs and hard stands for wee	11,605.00
				<b>936.14001-01</b>	<b>Humaan Pty Ltd</b>	
				INV	Produce 3 x QR codes for Bidi Bo Djinoong Interp	660.00
				<b>936.14005-01</b>	<b>Perth Energy Pty Ltd</b>	
				INV	Power charges for 181 Montgomery ave 08/05-07/06	2,385.81
				<b>936.14037-01</b>	<b>Beaver Tree Services Aust Pty Ltd</b>	
				INV	Standard Arbor crew, truck and chipper, stump grin	3,176.80
				INV	Remove stamp grind 66 Mountjoy Rd Nedlands. Re	823.35
				<b>936.14145-01</b>	<b>Mr F Tizon</b>	
				INV	Volunteer vehicle reimbursement 196km@0.66c/km	129.36



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				936.14165-01	<b>Bridgestone Select Nedlands</b>	
				INV	Duro 4.10/3.50/4 tyres cw tubes X 4 off. Fleet 48	100.00
				936.14208-01	<b>Western Kitchens</b>	
				INV	Supply and Install Cabinetry to Kitchenette	1,518.00
				936.14241-01	<b>King.SContracting</b>	
				INV	Restore damage to verges & reticulation- Nardina C	1,312.96
				INV	Restore damage to verges and reticulation to orig	5,249.20
				INV	Restore damage to verges & reticulation- Kitchene	2,621.08
				936.1427-01	<b>City of Stirling</b>	
				INV	Delivered meals subsidies for the City of Nedland	1,319.20
				936.14379-01	<b>Mr D Dunn</b>	
				INV	Consultancy Work for Assistance with SharePoint D	13,392.50
				936.14670-01	<b>Protek 24/7</b>	
				INV	Beaton Park - AAPS - Supply and Installation of pa	349,806.45
				936.14681-01	<b>Internode Pty Ltd</b>	
				INV	internode IBC Access and Hardware management & Ne	10,512.00
				936.14684-01	<b>JB Hi Fi Claremont</b>	
				INV	Library stock adult Nedlands, Library stock a, etc	881.35
				936.14732-01	<b>Ms M Smith</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: Breaking the	1,272.00
				936.14734-01	<b>APV Valuers &amp; Asset Management</b>	
				INV	Fair Value Revaluation Methodology and Valuation	2,720.30
				936.14748-01	<b>System Maintenance</b>	
				INV	12 Month service and continuing monthly services	2,473.79
				INV	Fire pump testing for John Leckie pump systems	290.29
				936.14766-01	<b>TransAct Capital Communications Pty</b>	
				INV	Transact Mobile Voice and Data services Bill for	76.52
				936.14773-01	<b>Scorpion Training Solutions Pty Ltd</b>	
				INV	BSB41515 Certificate IV in Project Management Pra	1,195.00
				936.14809-01	<b>David Wills &amp; Associates</b>	
				INV	Riverview Court Drainage Assessment	10,780.00
				936.14831-01	<b>Julie Cutler</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian: Mah Jong	808.00
				936.14873-01	<b>Westbuild</b>	
				INV	loscam wooden pallet	217.80
				936.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	3x black spot signs for Railway Road / Guger St	287.10
				936.14895-01	<b>Data Documents</b>	



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				INV	Printing of invitations for Volunteer Appreciation	110.00
936.14932-01	<b>Aus Chill Technical Services Pty Lt</b>			INV	Monthly servicing of Nedlands library humidifier	198.00
936.15060-01	<b>Expo Group</b>			INV	Volunteer Resource Centre A Frame Sandwich Boards	398.20
936.15074-01	<b>Bandit Tree Equipment</b>			INV	Scheduled 100 hour service, repair and safety che	1,135.70
936.15082-01	<b>Ms M Benitez Ines</b>			INV	Term 2 2017 Tutor Fees, Tresillian: Spanish 2 &	768.00
936.15167-01	<b>Elmari Steyn Trading as Wonky Moon</b>			INV	Term 2 2016 Tutor Fees, Tresillian: Estimated Pu	1,081.00
936.15174-01	<b>XYZ Books Unlimited Pty Ltd</b>			INV	New junior big books for MtC Library	357.94
936.15193-01	<b>Great Southern Fuel Supplies</b>			INV	Bulk fuel delivery of 11,001 litres diesel	12,876.78
				INV	Bulk delivery of Diesel fuel. 4,200 litres to, etc	9,982.80
936.15224-01	<b>Boyan Electrical Services - City BI</b>			INV	Electrical maintenance- Nedlands library	113.60
				INV	Electrical maintenance at MCCC	213.61
				INV	Electrical maintenance- Allen Park	90.88
				INV	Electrical maintenance- depot	395.52
				INV	Repairs to pathway estate lighting	278.04
				INV	Supply and install new power and lighting at, etc	12,398.45
936.15236-01	<b>Suez Recycling &amp; Recovery (Perth) P</b>			INV	Waste management services prepayment July2017	80,750.00
				INV	Waste disposal prepayment Jul2017	45,000.00
936.15237-01	<b>StrataGreen</b>			INV	Materials for planting projects	6,928.61
936.15241-01	<b>Ms G Hadwen</b>			INV	Volunteer vehicle reimbursement 190km@0.66c	125.40
936.15273-01	<b>D J Grimmond</b>			INV	Rates Refund	1,478.84
936.15286-01	<b>Ms J Wilson</b>			INV	Subjects of Note talk for Nedlands Library Servic	350.00
936.15312-01	<b>Dj &amp; B Newbury</b>			INV	Tresillian Tutor Fees, Term 2 2017: Landscape pl	1,108.80
936.15337-01	<b>McGregor Settlements</b>			INV	Rates Refund	57.00



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				936.15339-01	<b>Coab Pty Ltd</b>	
				INV	Rates Refund	645.70
				936.1670-01	<b>Western Australia Police</b>	
				INV	Volunteer police clearance check Apr17-3 Volunteer	44.70
				936.3250-01	<b>linet Ltd</b>	
				INV	Westnet - Monthly Charges for SIP Trunk Group Ser	1,522.68
				936.3475-01	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Supply 8 x Sunscreen SPF30+, 'Cancer Council', etc	286.64
				936.360-01	<b>Australia Post</b>	
				INV	Total supply for the period ending 31/05/17	9.75
				936.3620-01	<b>John Hughes</b>	
				INV	Additional 2 years roadside assist for Hyundai	407.00
				936.3910-01	<b>Kleenit Pty Ltd</b>	
				INV	Removed graffiti from road poles and sewer lid	99.00
				936.4370-01	<b>Martineaus Patisserie</b>	
				INV	Catering - CSRFF Information Session 22/02/2017	114.60
				936.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	STANDING ORDER - Legal Advice McLeods -Parking	623.47
				INV	pro Matter No. 23606	1,006.95
				936.4660-01	<b>Modern Teaching Aids Pty Ltd</b>	
				INV	minor furniture- outdoor mats	142.96
				936.5080-01	<b>Oce Australia Ltd</b>	
				INV	1070010451 TonerPearls Yellow Cartr P3 CW55	1,945.89
				936.5133-01	<b>Optus Billing Services Pty Ltd</b>	
				INV	OPTUS service relocation costs for Underwood Aven	18,049.82
				936.6820-01	<b>Swanbourne Veterinary Centre</b>	
				INV	STANDING ORDER - Pound Fees 2016-2017	220.50
				936.7675-01	<b>Landgate - GRV</b>	
				INV	Interim Valuation Schedules - 2016-2017	380.28
				936.7840-01	<b>Dept of Fire and Emergency Services</b>	
				INV	2016-17 ESL Quarter 4 contribution	369,786.96
				936.8010-01	<b>Staples Australia Pty Ltd</b>	
				INV	Cleaning and kitchen supplies	181.37
				INV	Kitchen supplies	372.99
				INV	Nedlands Library stationery supplies	264.26
				936.8169-01	<b>Westbooks</b>	
				INV	New junior library stock for MtC	27.98
				INV	Junior stock for Nedlands Library	71.36



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				INV	Junior stock for Nedlands Library	20.98
				INV	Library stock adult Mt Claremont	27.98
				INV	New junior library stock for Nedlands	110.40
				INV	Library stock adult Mt Claremont	41.98
				INV	Library stock adult Nedlands	23.09
				INV	Library stock adult Nedlands	365.07
				INV	Library stock adult Nedlands	20.99
				INV	Junior stock for Nedlands Library	58.79
				INV	New junior library stock for MtC	95.44
				INV	Library stock adult Mt Claremont	93.95
				INV	Junior library stock for Nedlands	374.25
				INV	Junior library stock for Nedlands	63.65
				INV	Junior library stock for Nedlands	11.89
				INV	Junior stock for Nedlands Library	17.49
				INV	Junior stock for Nedlands Library	20.99
				INV	Junior stock for Nedlands Library	80.46
				INV	Junior stock for Nedlands Library	27.98
				<b>936.860-01</b>	<b>Bunnings Group Limited</b>	
				INV	materials for the fabrication of tree surrounds	136.67
				<b>936.8639-01</b>	<b>Aged &amp; Community Services WA Inc</b>	
				INV	Quality systems and positive complaints managemen	45.00
				<b>936.9872-01</b>	<b>Civica Pty Ltd</b>	
				INV	Half day BBIS consulting - create filter for acti	1,146.75
				INV	Authority Managed Services MS - DR, Admin Servic	4,894.74
				INV	Authority Managed Services MS - DR, Admin Servic	4,894.74
937	EFT TRANSFER: - 28/06/2017	27/06/2017	-10,036.00	<b>937.13264-01</b>	<b>Child Australia</b>	
				INV	staff development- funding	2,356.00
				<b>937.15343-01</b>	<b>Reggio Education Australia</b>	
				INV	Staff development-- Fund	1,580.00
				<b>937.15350-01</b>	<b>EDGE Employment Solutions Inc</b>	
				INV	Training to Executive, Managers and Staff	6,100.00
938	EFT TRANSFER: - 30/06/2017	30/06/2017	-947,713.07	<b>938.10056-01</b>	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	324.00
				INV	Payroll Deduction	330.00
				<b>938.10428-01</b>	<b>Roads 2000</b>	
				INV	Earthworks removal of redundant pavement, Dra, etc	209,084.39
				INV	Earthworks removal of redundant pavement, Pro	95,580.87



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				INV	Earthworks removal of redundant pavement, Pro,\	3,356.24
				INV	Earthworks removal of redundant pavement, Drainage	55,261.03
				<b>938.10683-01</b>	<b>Unicorn Transport Equipment</b>	
				INV	Towbar wiring distribution module. Ford Ranger	173.00
				<b>938.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Green stock and pathway maintenance Swanbourn, etc	5,323.73
				INV	Weed management Birdwood Parade, Stabilisatio, etc	842.60
				<b>938.10843-01</b>	<b>Volunteering WA</b>	
				INV	WA State Volunteering Conference Registration Fee	385.00
				<b>938.11293-01</b>	<b>Kelyn Training Services</b>	
				INV	Renewal of MRWA Basic Worksite Traffic Management	190.00
				INV	Work Safety and Follow WHS Policies and Work Proc	2,895.00
				INV	Work Safely and follow OHS course - Glen	95.00
				<b>938.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Weekending 11/6/2017 - Mower, etc	1,339.50
				INV	Weekending 11/6/2017 - Labourer	999.63
				INV	Weekending 11/6/2017 - Labourer, etc	999.63
				INV	Weekending 4/6/2017 - Temp	1,679.37
				<b>938.11421-01</b>	<b>Waterlogic Australia</b>	
				INV	4 Month Standing Order: Water (filtered) svce, etc	772.20
				<b>938.11559-01</b>	<b>Icon Septech Pty Ltd</b>	
				INV	422WLID - Universal Side Entry Lid	1,772.10
				<b>938.11565-01</b>	<b>Wellington Surplus Stores Perth</b>	
				INV	Boots - two staff members	349.20
				<b>938.11710-01</b>	<b>North City Holden</b>	
				INV	Dexos 2 Synthetic engine oil x 2 X 20 litre drums	323.38
				<b>938.11736-01</b>	<b>Mr R K Roach</b>	
				INV	Edward Street - Survey for MRWA line marking	209.00
				<b>938.11899-01</b>	<b>Taylor Burrell Barnett</b>	
				INV	LPS3 Planning Consultancy Services â Preparation	24,704.09
				<b>938.12026-01</b>	<b>Bolinda Publishing Pty Ltd</b>	
				INV	Library stock adult large print Mt Claremont	344.52
				<b>938.12372-01</b>	<b>MP Rogers &amp; Associates Pty Ltd</b>	
				INV	Stage 2 river wall works design and documentation	3,313.20
				<b>938.12413-01</b>	<b>Cannon Hygiene Australia Pty Ltd</b>	
				INV	Supply and service sanitary bins and nappy d, etc	1,389.89
				<b>938.12433-01</b>	<b>Bale Data Services</b>	
				INV	Nedlands Library - Thermal Roles for receipt prin	126.46



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				938.12532-01	<b>Total Eden Pty Ltd</b>	
				INV	Irrigation parts to fill low stock levels	1,135.76
				938.12642-01	<b>Domain Catering</b>	
				INV	Catering for Councillor Briefing 30 May 2017	525.00
				938.12677-01	<b>Wilson Security</b>	
				INV	Mt Claremont Library Evening Patrol 6 months	237.07
				INV	Nedlands Library Evening Patrol 3 months	386.30
				938.12754-01	<b>Armaguard</b>	
				INV	Banking Pickup May 2017	1,202.80
				938.12826-01	<b>C Schilizzi</b>	
				INV	Term 2 2017 Tutor Fees: 9 French classes	3,816.00
				938.12859-01	<b>QK Technologies Pty Ltd</b>	
				INV	annual fee 01/7/17- 30/6/18	1,200.00
				938.12918-01	<b>GLG GreenLife Group Pty Ltd</b>	
				INV	Landscape Maintenance as per RFT 2013/14.21 -, etc	7,662.49
				938.13093-01	<b>D &amp; T Asphalt Pty Ltd</b>	
				INV	Standing Order for Asphalt Repair	1,289.75
				INV	Standing Order for Asphalt Repair	552.75
				938.13129-01	<b>Quality Traffic Management Pty Ltd</b>	
				INV	Traffic maintenance and control Laxum lane	1,870.69
				INV	traffic management services Smyth Rd	7,010.09
				INV	Installation, mtce,traffic signs Strickland st	12,372.35
				INV	Installation,mtce and removal of traffic Shann St	1,477.44
				INV	traffic management services Brockway rd	743.05
				INV	Installation, mtce and removal of traffic signs Je	686.40
				INV	traffic management services Weld Street	2,099.65
				INV	Installation, mtce and removal traffic signs iris	557.70
				INV	TMP and Traffic Management Stubbs Tce	4,277.49
				INV	Installation, mtce and removal of traffic Birkdale	1,477.44
				938.13217-01	<b>J Brown</b>	
				INV	Term 2 2017 Tutor Fees, Tresillian	960.00
				938.13384-01	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
				938.13404-01	<b>Apple Pty Ltd</b>	
				INV	iPad Wi-Fi 128GB - Silver MP2J2X/ASal Sec- Greg T.	563.20
				938.13412-01	<b>Quick Corporate Australia</b>	





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				INV	Stationery for offices	206.99
				INV	Stationery supply	694.45
938.13428-01	<a href="#">Lock Stock &amp; Farrell Locksmith Pty</a>			INV	Service Handle lock,lock had seized up due to lack	170.00
938.13572-01	<a href="#">Public Libraries Western Australia</a>			INV	PLWA Conference - Despina and Caris registration	1,030.00
938.13652-01	<a href="#">Sustainable Outdoors</a>			INV	Bush Garden Hollywood Reserve, Mulching works, etc	3,022.25
				INV	Watering services Shenton Bushland Watering	2,021.25
938.13728-01	<a href="#">FOI WA Services, Advice &amp;</a>			INV	FOI Consulting Services - 1 March 2017 - 1 June 2	2,100.00
938.13839-01	<a href="#">The Rigging Shed</a>			INV	8mm Two leg chain sling 3.0m long c/w Latchlok	474.21
938.13869-01	<a href="#">Instant Products Hire</a>			INV	On Going: Portable toilet hire for John 23rd Depot	141.52
938.13874-01	<a href="#">Environmental Health Aust NSW Inc</a>			INV	"I'M ALERT" food safety training program annual s	550.00
938.13915-01	<a href="#">Schmick Steel Work</a>			INV	Manufacture directional markers on 3mm Marine Gra	2,191.80
938.13926-01	<a href="#">Mrs V Antcliff</a>			INV	2xMahjong game sets	119.98
938.13931-01	<a href="#">Enviro Sweep</a>			INV	Sweeping of City of Nedlands roadways as per map	23,001.01
938.13932-01	<a href="#">Information Management Group Pty Lt</a>			INV	Standing Order - Archives and Storage	881.17
938.13943-01	<a href="#">Architects of Arcadia Pty Ltd</a>			INV	Beaton Park All-Abilities Playground - Architectu	4,198.41
938.14075-01	<a href="#">Austin Computers</a>			INV	Salary Sacrifies - Christie Downie Notebook Asus	1,399.00
938.14165-01	<a href="#">Bridgestone Select Nedlands</a>			INV	Firestone 205/55/R16 steel radial tyres, strip, f	474.00
938.14170-01	<a href="#">Civcon Civil &amp; Project Management</a>			INV	Traffic management TMP moderate plan, Kerbin	37,194.53
938.14208-01	<a href="#">Western Kitchens</a>			INV	Buffet Unit Nedlands Library Training Room	715.00
				INV	Additional cabinets to complete library Fit out	1,089.00
				INV	New Cabinetry Work Library office area	2,585.00
938.14358-01	<a href="#">Ms N Butcher</a>					



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				INV	Term 2 2017 Tutor Fees, Tresillian- 5 French class	3,920.00
<b>938.14379-01</b>	<b>Mr D Dunn</b>			INV	Consultancy Work for Assistance with SharePoint D	10,908.33
<b>938.14451-01</b>	<b>Cleandustrial Services Pty Ltd</b>			INV	Cleaning service - Allen Park Pavillion 21/4/17	88.35
				INV	Cleaning services from May 2017	40,453.32
<b>938.14462-01</b>	<b>Ms N Grant</b>			INV	Term 2 2016 Tutor Fees, Tresillian: Semi Abstract	636.00
<b>938.14466-01</b>	<b>E H Malcolm</b>			INV	Volunteer vehicle reimbursment 166km@0.66c/KM	109.56
<b>938.14492-01</b>	<b>Subaru Osborne Park</b>			INV	15208AA160 Oil filters ( 10 off ). 16546AA120 Air	793.58
<b>938.14510-01</b>	<b>JB Hi-Fi Group Pty Ltd</b>			INV	Portable Projector for Library- EPSON EB-U32 WUXG	894.50
				INV	Samsung Galaxy S7 - Black 32 GB- Vicki Shannon	947.73
				INV	HP - 13-U166TU X360 i7 PAVILLION - H Shiblee	562.00
<b>938.14518-01</b>	<b>Mr I De Souza</b>			INV	Term 2 2016 Tutor Fees, Tresillian: 3 Art Classes	4,022.70
<b>938.14528-01</b>	<b>Ms S Macleay</b>			INV	Term 2 Tutor Fees, Tresillian: Needlecraft (1c x	768.00
<b>938.14535-01</b>	<b>Skyline Landscape Services</b>			INV	Lawn Mowing Maintenance Contract for May17	4,312.72
<b>938.14682-01</b>	<b>Ms E Bradley</b>			INV	Tresillian Arts Centre - Term 2 2017 Relief Tutor	636.00
<b>938.14688-01</b>	<b>Supreme Shades</b>			INV	Repairs to Shade Sail - Mt Claremont Community	1,050.00
<b>938.14693-01</b>	<b>Easifleet</b>			INV	Payroll Deduction	1,455.50
				INV	CON - MV lease rental Novmeber16l - Paul Busby	465.61
				INV	Payroll Deduction	364.38
<b>938.14703-01</b>	<b>A Anderson-Mayes</b>			INV	Term 2 2016 Tutor Fees, Tresillian: Embroidery	1,152.00
<b>938.14774-01</b>	<b>T J Depiazzi &amp; Sons</b>			INV	Mulch for Railway Greenway	3,081.54
				INV	Supply and deliver 30M3 (semi load)	1,540.77
<b>938.14817-01</b>	<b>Diversus</b>			INV	Sharegate - 1 user - 12 month subscription (SHG-P	6,226.00
<b>938.14879-01</b>	<b>Stylus Design</b>					



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				INV	Design of Street sign (897mm x 1000mm, process c	242.00
				INV	Design of A-frame sign (600mm x 900mm, process c	217.80
				<b>938.14885-01</b>	<b>Varidesk LLC</b>	
				INV	1 x Active mat - Leon	145.00
				INV	Stand Up Desk CUBE CORNER 48, Black SKU: 49931 1	770.00
				<b>938.14893-01</b>	<b>G Tuke</b>	
				INV	Line Dance Classes for Affinity Club in May 2017	300.00
				<b>938.14901-01</b>	<b>Men of Trees-Rockingham</b>	
				INV	Plant stock Stephenson and Montgomery Ave and, etc	1,175.00
				INV	Plant stock Stephenson and Montgomery Ave and, etc	694.00
				INV	Plant stock Stephenson and Montgomery Ave and, etc	344.00
				INV	Plant stock Point Resolution	1,570.00
				INV	Plant stock Stephenson and Montgomery Ave and, etc	356.00
				INV	Plant stock Stephenson and Montgomery Ave and, etc	890.00
				INV	Plant stock Stephenson and Montgomery Ave and, etc	484.00
				<b>938.14932-01</b>	<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Air conditioning maintenance for admin	198.00
				<b>938.14993-01</b>	<b>Marketforce</b>	
				INV	SEEK 10 Job ad pack	1,573.34
				INV	Intention to levy differential general rates	880.56
				INV	Advertising Road Profiling and Kerb Grinding RFT	373.26
				INV	Advertising Irrigation parts RFT 2016/17.14	336.72
				INV	Nedlands News update in the Post Newspaper for th	2,018.49
				INV	Statutory Advertising of Proposed Health Local La	368.19
				<b>938.15005-01</b>	<b>Becarwise</b>	
				INV	Novated car lease for Greg, Nicole and Lisa	2,470.56
				<b>938.15008-01</b>	<b>All Earth Group Pty Ltd</b>	
				INV	50T Quarry Roadbase - Supply and Deliver - Strick	1,109.19
				<b>938.15047-01</b>	<b>Abaxa</b>	
				INV	HP Locator to provide supervision to excavation w	940.50
				<b>938.15116-01</b>	<b>P Tanner</b>	
				INV	Repair lighting assembly inside Unleaded fuel bowl	147.60
				<b>938.15122-01</b>	<b>CTI Couriers Pty Ltd</b>	
				INV	Courier between Western Suburbs library May -, etc	444.94
				<b>938.15125-01</b>	<b>Selectus Pty Ltd</b>	
				INV	Novated car lease Romaine	427.26
				<b>938.15155-01</b>	<b>Miss S Ammoun</b>	
				INV	photography at Splashfest	200.00



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				938.15158-01	<b>Productive Plastics</b>	
				INV	1 sheet of 3mm Polycarbonate sheeting	187.00
				938.15196-01	<b>Ms S Horley</b>	
				INV	Reimbursement for client meal	100.00
				938.15204-01	<b>Cleanaway Pty Ltd</b>	
				INV	Bulk collection - Hardwaste (22 May - 16 June, etc	41,831.38
				938.15209-01	<b>Mrs L Driscoll</b>	
				INV	Internet - May 2017	49.95
				INV	Refund - balance on lease deduction	75.60
				938.15224-01	<b>Boyan Electrical Services - City BI</b>	
				INV	Test and repair roundabout light	90.88
				INV	Charles Court Reserve - replace 2 faulty lamps in	665.70
				INV	Test and repair light at Brahea Place Mt Claremon	272.65
				INV	Mason Gardens - Test and replace 1 lamp near	185.48
				INV	Test and repairs to pathway lighting	185.48
				INV	Beaton Park - Repairs to pathway lighting	792.20
				INV	Peace Memorial - Replace 2 faulty lamps in timber	377.21
				INV	Replace faulty lamp in roundabout	185.48
				938.15236-01	<b>Suez Recycling &amp; Recovery (Perth) P</b>	
				INV	Contamination - greenwaste/recycling ( Landfill I	1,209.75
				INV	Disposal of Putrescible Waste ( Jan- June 2017)	21,665.78
				INV	Waste management services for May 2017	25,164.39
				INV	SO 2015/16 Residential Services May 2017	1,579.25
				938.15237-01	<b>StrataGreen</b>	
				INV	Materials for planting projects	399.30
				INV	200 x 50x50x1800 stakes	1,130.80
				INV	2x Terracottem Arbor 20Kg heavey flat tree	1,478.27
				938.15262-01	<b>RMS Training</b>	
				INV	Provision of individual trainer support Dogging ce	1,089.00
				938.15279-01	<b>Budo Group Pty Ltd</b>	
				INV	Works to refurbish The Marlows wall	4,412.67
				938.15293-01	<b>Certa Civil Works</b>	
				INV	Watering trees 3 days a week, 8 weeks Apri-May17	6,160.00
				938.15295-01	<b>John Barry Group Pty Ltd</b>	
				INV	Oral History Recorder for Local Studies	4,825.00
				938.15302-01	<b>Ms V Soto</b>	
				INV	Zumba Gold classes in May x5 = \$300	300.00
				938.15305-01	<b>Miss M T Dias</b>	



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				INV	3 nights accomodation in Sydney training IAP2 Mel	431.63
<b>938.15309-01</b>	<b>Burtol Dry Cleaners</b>			INV	Dry Cleaning for 2 x large table cloths and 9 x t	118.00
<b>938.15310-01</b>	<b>Soft Landing</b>			INV	Mattress collection and disposal	1,848.00
<b>938.1900-01</b>	<b>Dalkeith Nedlands Bowling Club</b>			INV	Electricity- Kindergarten Jutland pde 21/02-21/17	655.60
<b>938.210-01</b>	<b>Apace Aid Inc</b>			INV	Plant stock Hollywood Reserve, Plant stock Mt, etc	1,240.80
				INV	Plant stock for revegetation work	3,012.90
				INV	Plant stock Hollywood Reserve, Plant stock Mt, etc	155.10
				INV	Plant stock Hollywood Reserve, Plant stock Mt, etc	2,791.80
<b>938.2622-01</b>	<b>Fuji Xerox Australia Pty Ltd</b>			INV	Fuji-Lease Charges- Serial # 519065- Depot	12,984.40
				INV	Fuji-Lease Charges- Serial # 050381	8,407.01
				INV	Fuji-Copy Charges- Serial # 050381	10,946.23
<b>938.3173-01</b>	<b>Mrs B L Hunt</b>			INV	Term 2 2016 Tutor Fees, Tresillian	1,272.00
<b>938.345-01</b>	<b>Environmental Health Aust WA Inc</b>			INV	City of Nedlands full membership - Andrew Melvill	315.00
				INV	City of Nedlands full membership - Shannon Berdal	315.00
				INV	Skin Penetration Seminar 27 June 2017- S Berdal a	150.00
				INV	City of Nedlands full membership - Tim Disbury	315.00
				INV	City of Nedlands full membership - Chris Hammond	315.00
<b>938.350-01</b>	<b>AIM - Australian Institute of Manag</b>			INV	OSH Rep David Wollage attendance at AIM WA Course	568.00
				INV	OSH Rep David Wollage attendance at AIM WA Course	568.00
				INV	OSH Rep David Wollage attendance at AIM WA Course	568.00
				INV	TRAINING -SEMINARS/COURSES	1,620.00
<b>938.380-01</b>	<b>Australian Taxation Office</b>			INV	Payroll Deduction	107,530.00
<b>938.400-01</b>	<b>Australian Services Union</b>			INV	Payroll Deduction	69.55
				INV	Payroll Deduction	69.55
<b>938.4120-01</b>	<b>Lightning Laundry</b>			INV	May laundry	570.00
<b>938.4150-01</b>	<b>LO-GO Appointments</b>			INV	Pay Temp staff - W/E 03/06/17	2,288.00



# CITY OF NEDLANDS

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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Pay temp staff - W/E 27/05/17	2,288.00
<b>938.5080-01</b>	<b>Oce Australia Ltd</b>			INV	SO Basic Charges for Admin OCE Color Wave 550	196.35
				INV	SO 2016 Basic charges at Depot OCE Color Wave 550	196.35
<b>938.640-01</b>	<b>Benara Nurseries</b>			INV	Acer rubrum - red maple - 30lt, Araucaria het	2,423.52
				INV	BRACHYCHITON acerifolius x 30L, EUCALYPTUS sp	2,244.00
				INV	12 x 90Ltr Delonix regia	2,409.00
				INV	Agonis flexuosa - WA peppermint - 35L, Alloca	5,282.38
<b>938.6983-01</b>	<b>Telstra Corporation Ltd</b>			INV	PHONE CHARGES1/6/17 to 1/7/17	703.54
<b>938.711-01</b>	<b>Boc Limited</b>			INV	Container rental from 29/01/2017 to 29/06/2017	21.92
<b>938.760-01</b>	<b>Brealey Plumbing Service</b>			INV	Plumbing maintenance- Drabble house	198.00
				INV	Lawler park public toilet maintenance	357.50
				INV	Supply and install a new drinking / dog water ta	902.00
				INV	Plumbing work at Beaton Park Toilets	616.00
<b>938.8010-01</b>	<b>Staples Australia Pty Ltd</b>			INV	Kitchen supplies	59.99
				INV	Kitchen supplies	64.20
				INV	Nedlands Library May - Stationery supplies	304.16
<b>938.8169-01</b>	<b>Westbooks</b>			INV	Library stock adult Mt Claremont	103.43
				INV	New junior library stock for Nedlands	33.52
				INV	Library stock adult Mt Claremont	46.18
				INV	Library stock adult Mt Claremont	32.87
				INV	Library stock adult Nedlands	70.66
				INV	Library stock adult Nedlands	47.58
				INV	Book Club Sets	1,776.80
				INV	Library stock adult Mt Claremont	83.94
				INV	Library stock adult Mt Claremont	17.49
				INV	Library stock adult Nedlands	23.09
				INV	Library stock adult Nedlands	86.69
				INV	New junior library stock for Nedlands	11.89
				INV	Library stock adult Nedlands	11.89
				INV	New junior library stock for Nedlands	93.63
				INV	Library stock adult Nedlands	37.08



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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				938.860-01	<b>Bunnings Group Limited</b>	
				INV	materials needed foe shenton park bushland repair	36.15
				938.9876-01	<b>Priestman &amp; Sharp</b>	
				INV	Panel and paint repairs as per quotation No 17491	1,591.43
	<b>Total EFT</b>		<b>-\$3,771,920.45</b>			
	<b>TOTAL PAYMENTS</b>		<b>-\$3,808,918.42</b>			

### NAB - Trust Account

#### CHEQUE

13126	DEPT OF HEALTH - FOOD UNIT	02/06/2017	-1,155.00	INV	MOSQUITO MANAGEMENT COURSE 18/04	1,155.00
13127	UNIVERSITY OF THE 3RD AGE - WESTERN	08/06/2017	-170.00	RFND	HALL AND KEY BOND HAKEA ROOM	170.00
13128	J G KITTO	08/06/2017	-1,600.00	RFND	96 KINGSWAY-FOOTPATH REFUND	1,600.00
13129	K T NGUYEN	15/06/2017	-1,650.00	RFND	68 KIRWAN ST - VERGE BOND	1,650.00
13130	M B HARTONO	15/06/2017	-1,500.00	RFND	1/64 JUTLAND PDE - BOND REFUND	1,500.00
13131	A E YAP	15/06/2017	-1,500.00	RFND	2/64 JUTLAND PARADE - VERGE BOND	1,500.00
13132	A E YAP	15/06/2017	-1,500.00	RFND	3/64 JUTLAND PARADE -VERGE BOND	1,500.00
13133	CHESON BUILDING	15/06/2017	-1,600.00	RFND	37 MINORA RD HOUSE -VERGE BOND	1,600.00
13134	MR D A SIMPSTON-THOMAS	15/06/2017	-1,560.00	RFND	145 ALFRED ROAD ADDITIONS	1,560.00
13135	ADDSTYLE CONSTRUCTIONS PTY LTD	15/06/2017	-1,650.00	RFND	36 WAROONGA RD - VERGE BOND	1,650.00
13136	MS F BATTILANA	15/06/2017	-1,650.00	RFND	23 ALDERBURY ST -VERGE BOND	1,650.00



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## All Payments 1/06/2017 to 30/06/2017

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
13137	INTEGRITY DEVELOPMENTS	15/06/2017	-1,600.00	RFND	14 LONERGAN HOUSE - VERGE BOND	1,600.00
13138	APG HOMES	23/06/2017	-1,560.00	RFND	20 BURWOOD ST - FOOTPATH REFUND	1,560.00
13139	CALLIGRAPHERS GUILD OF WA C/- LEONI	23/06/2017	-150.00	RFND	CALLIGRAPHERS GUILD OF WA-LEONIE POP	150.00
13140	CALLIGRAPHERS GUILD OF WA C/-LEON P	23/06/2017	-205.00	RFND	KEY AND ROOM - LEONIE POPP	205.00
13141	E M CHANTLER	23/06/2017	-1,650.00	RFND	3 BAIRD AV- FOOTPATH REFUND	1,650.00
13142	DAVLEY BUILDING PTY LTD	23/06/2017	-1,650.00	RFND	51 ADDERLEY ST - FOOTPATH REFUND	1,650.00
13143	C M CHEONG	29/06/2017	-1,650.00	RFND	11 ALLENBY RD-FOOTPATH REFUND	1,650.00
13144	L C GAVAN	29/06/2017	-1,650.00	RFND	77 TYRELL ST-FOOTPATH REFUND	1,650.00
13145	M G NIXON	29/06/2017	-1,650.00	RFND	60 MERIWA ST - FOOTPATH REFUND	1,650.00
13146	AUTISM ASSOCIATION OF WA INC	30/06/2017	-559.85	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	66.15
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	47.25
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	73.20
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	50.60
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	70.80
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	66.05
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	56.30
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	61.30
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	68.20
13147	BEYOND BLUE	30/06/2017	-334.55	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	45.95
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	79.70
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	91.80
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	53.75
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	63.35
13148	CANCER COUNCIL	30/06/2017	-433.05	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	46.25
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	83.70





# CITY OF NEDLANDS

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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	84.60
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	64.45
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	101.20
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	52.85
13149	DIABETES WA	30/06/2017	-456.20	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	55.50
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	51.50
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	61.35
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	85.20
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	65.45
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	60.45
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	76.75
13150	DOGS' REFUGE HOME WA INC.	30/06/2017	-455.25	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	89.60
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	46.15
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	83.40
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	100.40
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	66.45
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	69.25
13151	FOODBANK WESTERN AUSTRALIA	30/06/2017	-831.60	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	59.40
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	73.30
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	81.10
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	59.50
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	62.30
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	72.95
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	64.55
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	60.50
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	79.55
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	53.85
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	46.50
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	65.10
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	53.00
13152	LEADING YOUTH FORWARD INC	30/06/2017	-126.90	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	69.20
				fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	57.70



# CITY OF NEDLANDS

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Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
13153	MSWA (MULTIPLE SCLEROSIS WA)	30/06/2017	-143.55	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	42.55
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	48.95
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	52.05
13154	MUSCULAR DYSTROPHY ASSOCIATION	30/06/2017	-54.90	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	54.90
13155	RSPCA	30/06/2017	-124.55	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	58.65
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	65.90
13156	THE HEART FOUNDATION	30/06/2017	-185.65	fund	FRIDAY FREE DRESS DAY DANATIONS BY STAFF	54.45
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	66.15
				fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	65.05
13157	WESTERN AUSTRALIAN MEN'S SHED	30/06/2017	-63.90	fund	FRIDAY FREE DRESS DAY DONATIONS BY STAFF	63.90
13158	CITY OF NEDLANDS - PAYMENT TO MUNI	30/06/2017	-205.00	INV	CXLCHQ12690-AMOUNT DONATE TO TRESILLIAN	205.00
13159	CITY OF NEDLANDS - PAYMENT TO TRUST	30/06/2017	-1,735.50	INV	UNCLAIMED CHQ - REGISTER TO TRUST	85.50
				INV	CHEQUE 13119 CANCELLED-FOOTPATH REQUIRE REPAIR	1,650.00
13160	CITY OF NEDLANDS - PAYMENT TO MUNI	30/06/2017	-137,443.49	INV	TRF HISTORICAL IMBALANCE TO MUNI	137,443.49
<b>Total CHEQUE</b>			<b>-\$170,453.94</b>			
<b>EFT</b>						
934	EFT TRANSFER: - 09/06/2017	09/06/2017	-40,181.81	934.12228-01	Dept of Commerce - Building Commiss	33,748.20
				INV	Reconciliation and return May 2017	
				934.12229-01	Construction Training Fund	
				INV	Monthly reconciliation and return May 2017	
939	EFT TRANSFER: - 30/06/2017	30/06/2017	-2,750.05	934.15314-01	City of Subiaco	1,155.00
				INV	Mosquito management course Amalia Burmas	
939	EFT TRANSFER: - 30/06/2017	30/06/2017	-2,750.05	939.12193-01	City of Nedlands - Payment to Muni	727.00
				fund	TRESI FEES CHRISTINE LEFAUCHEUR	
				939.14292-01	WA Deaf Society Inc	
				fund	Friday free dress day donations by staff	56.15
				fund	Friday free dress day donations by staff	73.50





## City of Nedlands

## Purchasing Card Payments - Jun 2017 (Statement period 30/05/2017-28/06/2017)

Date	Supplier	Description	AUD
1-Jun-17	Anglicare Wa	Anglicare Training Event	209.09
1-Jun-17	Anglicare Wa	Anglicare Training Event	20.91
20-Jun-17	Dome Forrestfield	Catering Meeting	13.85
22-Jun-17	Bloomingminds.Com.Au	Attend Mental Health Training	412.50
5-Jun-17	Hilti Pty Lt*5046	New chuck for hammer drill	370.66
22-Jun-17	Bunnings 309000	MC Oval material for Toilets	260.53
2-Jun-17	Apple Store R386	C Mendis - Cord	29.00
6-Jun-17	Martineaus Patisseri	Roads 2000 Depot meeting	50.70
9-Jun-17	Post Nedlands Post	Tenders- Registered post	6.40
14-Jun-17	Post Nedlands Post	Tenders- Registered post	8.90
2-Jun-17	Bookdepository.Com	Junior stock for Nedlands Library	644.39
8-Jun-17	Bookdepository.Com	Refund for junior Ned library stock	-13.39
26-Jun-17	Bookdepository.Com	Junior book club sets	352.80
14-Jun-17	Australian Institute	AIBS Membership P Busby	499.00
15-Jun-17	Australian Institute	ABIS Memebership J McLevie	499.00
23-Jun-17	City Of Perth Parking-	SAT Mediation - Playlovers	17.17
23-Jun-17	Miss Maud Pastry Sho	SAT Mediation Refreshments	12.15
9-Jun-17	Martineaus Patisseri	Catering - Farewell Natasha Turfrey - 9 June 2017	45.98
9-Jun-17	Martineaus Patisseri	Catering - Farewell Natasha Turfrey - 9 June 2017	62.02
12-Jun-17	Chatsworth Deli	Farewell Flowers - Natasha Turfrey	49.00
12-Jun-17	Taylor Rd Iga	Catering - Farewell N Turfrey & Kitchen Supplies	60.39
12-Jun-17	Taylor Rd Iga	Catering - Farewell N Turfrey & Kitchen Supplies	52.54
16-Jun-17	Kmart 1004	Tea Towels - Staff & Crs Kitchen	32.00
19-Jun-17	Taylor Rd Iga	LG Community Engagement Network Meeting 15/6/17	25.08
19-Jun-17	Taylor Rd Iga	LG Community Engagement Network Meeting 15/6/17	16.58
2-Jun-17	Bookdepository.Com	Book Club Books	432.44
9-Jun-17	Little Way	Catering meeting	40.00
9-Jun-17	City Of Swan	Parking	3.00
12-Jun-17	Bookdepository.Com	Mt Claremont Library Stock	517.67
31-May-17	Cti Logistics Ltd	Courier - Splashfest to Swan Marquees	51.88
15-Jun-17	Subway Claremont	Catering for YAC meeting	64.00
13-Jun-17	Msy Technology Wa	11 X Keyboards for Library	322.82
19-Jun-17	Msft *<e0700413lk>	Microsoft Licence	56.10
26-Jun-17	Msft *<e02003yglz>	Microsoft Licence fee Azure	255.84
26-Jun-17	Msft *<e0700427o9>	Microsoft Licence fee	2.86
8-Jun-17	Www.Istock.Com	Photo for Citizenship Brochure	39.60
9-Jun-17	Www.Istock.Com	Photo for Citizenship brochure	79.20
19-Jun-17	Captain Stirling Iga	Soft drinks for Citizenship Ceremony	11.97
21-Jun-17	City Of Nedlands	Sport and Rec payment for building permit	306.17
19-Jun-17	Parks & Leisure Aust	Training - threats and risks events x3 staff	330.00
9-Jun-17	City Of Perth Park11	Parking for Trove training event SLWA	10.91
5-Jun-17	Coles 0392	Positive Ageing catering activities	58.52
5-Jun-17	Coles 0392	Positive Ageing catering activities	9.88
8-Jun-17	Dalkeith Iga	catering for positive ageing activities	9.91
9-Jun-17	St John Ambulance Aust	First Aid training	136.00
13-Jun-17	Coles 0392	catering for positive ageing activities	22.45
20-Jun-17	Palace Cinema Nomine	Positive Ageing Activities	28.00
21-Jun-17	Dalkeith Iga	Positive Ageing activities catering	8.43
21-Jun-17	Dalkeith Iga	Positive Ageing activities catering	5.23
26-Jun-17	Bunnings 309000	Positive Ageing Activities	215.00

26-Jun-17	Dymocks Claremont	Positive Ageing activities	75.90
27-Jun-17	Jim Kidd Sports	Positive Ageing Activities	209.65
28-Jun-17	Dalkeith Iga	Positive Ageing activities	30.25
28-Jun-17	Dalkeith Iga	Positive Ageing activities	8.93
8-Jun-17	Bookdepository.Com	Library stock adult Nedlands	764.28
16-Jun-17	Bookdepository.Com	Library stock adult Nedlands and Mt Claremont	35.80
16-Jun-17	Bookdepository.Com	Library stock adult Nedlands and Mt Claremont	35.80
23-Jun-17	Bookdepository.Com	Library stock adult Mt Claremont	162.42
31-May-17	Captain Stirling Iga	Milk for staff kitchen	8.76
31-May-17	V/cellars 5164	Refreshments for Councillor Kitchen	474.99
2-Jun-17	Adairs Retails Group P	Clock for reception area	89.94
20-Jun-17	Captain Stirling Iga	Milk for staff kitchen	10.95
8-Jun-17	Totally Workwear Mt Ha	Safety boots+jacket for Shannon and jacket for Tim	304.90
20-Jun-17	Post Nedlands Post	usb flash drive purchase for files for Senversa	9.99
13-Jun-17	The Strand Byford	DRC Client meals on Account	151.00
16-Jun-17	Australian West Coas	DRC catering account clients	30.51
19-Jun-17	Market City Tavern	client and volunteer meals	104.65
20-Jun-17	Kailis Pty Ltd	DRC Client meals on Account	40.50
22-Jun-17	Chins Noodles House	Take off Tuesday meals	214.00
22-Jun-17	Alh Group 8557 Kalamun	DRC Client meals on Account	101.50
22-Jun-17	Coles 0342	DRC monthly supplies	259.60
22-Jun-17	Coles 0342	DRC monthly supplies	21.18
28-Jun-17	South Beach Hotel	Account client meals DRC	35.00
12-Jun-17	Institute Of Public Wo	Corporate Membership IPWEA	304.42
5-Jun-17	SurveyMonkey.Com	Survey Monkey Gold Plan Renewal	300.00
7-Jun-17	Evolution Audiovisua	Leadership Workshop Speaker - Annette Stanton	1650.00
14-Jun-17	Tennis Only Nedlan	Replacement Squeegees for Lawler Park	399.90
19-Jun-17	Stockbros Monumental	Refurbishment of Gallop House plaque.	220.00
7-Jun-17	Corsign Wa	signage for depot fence	41.80
13-Jun-17	Cms Electracom	Power supply modules for admin desks	524.91
19-Jun-17	Bunnings 483000	levelling stands for admin cabinets	157.66
19-Jun-17	Bunnings 483000	building materials needed for maintenance at admin	26.53
23-Jun-17	Bunnings 483000	kitchen mat for admin	44.30
26-Jun-17	Bunnings 483000	replaceable toilet seats for female bathroom	39.53
26-Jun-17	Jb Hi Fi Claremont	all surface mouse for meeting room	79.00
9-Jun-17	Post Nedlands Post	Express postage for ATO delivery	6.35
5-Jun-17	Bunnings 483000	hooks for depot	57.00
5-Jun-17	Atdec Pty Ltd	Monitor mounts workspace	653.74
8-Jun-17	The Blinds Gallery	Blind Repairs	70.00
8-Jun-17	Stretch Now	Monitor Arm Admin worksation	265.40
8-Jun-17	Hafele Newcastle	Cable management supplies depot workstations	143.92
8-Jun-17	Elsafe Australia Pty	Electrical supplies for Admin worksations	907.49
12-Jun-17	Bunnings 483000	building supplies and materials	59.40
14-Jun-17	Bunnings 483000	building supplies and materials	75.70
15-Jun-17	Bunnings 483000	building supplies and materials	54.56
19-Jun-17	Cms Electracom	electrical supplies - admin workstations	459.76
19-Jun-17	Mm Electrical	electrical supplies - Admin	92.60
20-Jun-17	Bunnings 483000	building materials- depot	46.13
21-Jun-17	Bunnings 483000	building materials	16.48
22-Jun-17	Bunnings 483000	maintenance supplies	10.53
26-Jun-17	Bunnings 483000	building maintenance supplies	18.98
1-Jun-17	Bunnings 483000	50 metre extension cord for draining lakes	74.80
13-Jun-17	Bunnings 389000	Tape measures for field units	59.04

1-Jun-17	Mandarin Wok	DRC CLIENT'S LUNCH	53.60
8-Jun-17	Sizzler Innaloo	DRC CLIENTS LUNCHES	47.80
12-Jun-17	Harvey Norman Av/it	Case for the new phone	40.00
12-Jun-17	Vodafone - Watertown	Screen protector for the new phone	14.95
15-Jun-17	Stratagreen	Wetter	378.84
19-Jun-17	Coles 0357	Water bottles for Fungi Walk at Shenton Bushland	6.30
22-Jun-17	Diamond Hire	Hire of an auger for plant at Stubbs Tce planting	109.30
1-Jun-17	Anglicare Wa	Training	230.00
2-Jun-17	Woolworths 4358	Consumables	54.89
2-Jun-17	Woolworths 4358	Consumables	18.01
6-Jun-17	Coles 0298	Consumables	12.00
6-Jun-17	Officeworks 0622	Stationery	386.99
6-Jun-17	Spotlight Innaloo	Consumables	59.96
8-Jun-17	Nespresso Australia	Consumables	171.40
8-Jun-17	Barretts Bread	Entertainment - catering	58.00
8-Jun-17	Coles 0299	Entertainment - catering	20.00
9-Jun-17	Captain Stirling New	Stationery	10.00
9-Jun-17	Coles 0302	Consumables	20.00
9-Jun-17	Officeworks 0622	Stationery	92.34
12-Jun-17	J&k Hopkins Osborne P	Small equipment	200.00
12-Jun-17	Forum Newsagency	Stationery	13.35
12-Jun-17	Jb Hi Fi	Minor equipment	86.00
12-Jun-17	Harvey Norman Av/it	Minor equipment	108.00
12-Jun-17	D Cafe	Refreshments - catering	8.50
14-Jun-17	Woolworths 4358	Refreshments - catering	24.00
15-Jun-17	Archie & Max Espresso	Entertainment - catering	17.00
19-Jun-17	Woolworths 4358	Entertainment - catering	42.02
19-Jun-17	Woolworths 4358	Entertainment - catering	35.96
23-Jun-17	Captain Stirling Iga	Entertainment - catering	98.91
26-Jun-17	Taylor Rd Iga	Entertainment - catering	44.05
26-Jun-17	Karrinyup News	Stationery	30.85
31-May-17	Big W 0454	minor equipment-kids changing mat	74.00
1-Jun-17	Farmer Jacks Woodlan	consumables- afternoon tea	11.57
5-Jun-17	Golden Choice Subiac	consumables- morning tea	27.93
5-Jun-17	Department Of Commun	memebership- annual fee- education &regulatory	200.00
13-Jun-17	Captain Stirling Iga	consumables- childrens food and activities	11.55
13-Jun-17	Captain Stirling Iga	consumables- childrens food and activities	43.12
15-Jun-17	Eb *leadership Essenti	special projects- Profeesion development	247.50
16-Jun-17	Captain Stirling Iga	consumables- childrens activity	18.50
27-Jun-17	Urban Indigenous	entertainment- incursion- naidoc week	405.00
27-Jun-17	Paypal *inspired Ec	resource books	400.55
28-Jun-17	Coles 0299	consumables- morning/afternoon tea	89.32
28-Jun-17	Coles 0299	consumables- morning/afternoon tea	151.87
31-May-17	Coles Express 6910	Invoice to Kim Richards	20.00
20-Jun-17	Planning Institute Of	PIA Planning Ministers Breakfast - Jen and Peter	155.00
5-Jun-17	Bunnings 309000	Materials for Natural Area Activities	367.02
19-Jun-17	Swanbourne Market	Refreshments for volunteer event	23.38
7-Jun-17	Bunnings 456000	Electrical equipment	45.52
7-Jun-17	Bunnings 456000	Electrical equipment	31.98
20-Jun-17	Austin Comp Austl Pl	Monitors for Nicole Ceric	478.00
20-Jun-17	Dominos Nedlands	Lunch for Maintenace staff over weekend	42.85
22-Jun-17	Austin Computers	USB CABLES	125.00
8-Jun-17	City Of Perth Park5	Parking for Boffins shopping	11.82

9-Jun-17 Little Way	Catering	49.50
12-Jun-17 City Of Perth Park11	Parking for PLWA meeting	14.54
14-Jun-17 Coles 0299	Ice for event	8.00
15-Jun-17 Dome Nedlands	Catering	9.80
15-Jun-17 Jb Hi Fi Claremont	iPad cases for libraries	272.86
16-Jun-17 Hollywood Newsagency	Stationery	5.95
22-Jun-17 Simply Beautiful Biscu	Catering	57.00
23-Jun-17 Little Way	Catering	20.00
27-Jun-17 Martineaus Patisseri	Volunteer expense	29.50
28-Jun-17 Bookdepository.Com	Nedlands library stock	199.27
30-May-17 Liquorbarons Dalkeith	Events catering	356.12
30-May-17 Liquorbarons Dalkeith	Events catering	356.12
7-Jun-17 Captain Stirling Iga	Groceries	14.98
7-Jun-17 Captain Stirling Iga	Groceries	17.93
7-Jun-17 Captain Stirling Iga	Groceries	65.95
7-Jun-17 Captain Stirling Iga	Groceries	10.00
7-Jun-17 Woolworths 4358	Groceries	32.98
19-Jun-17 Ikea Perth	Storage jars	27.80
21-Jun-17 Captain Stirling Iga	Groceries	92.43
2-Jun-17 Bunnings 483000	EM Incident Response Trailer replacing batteries	234.74
		<b><u>24145.53</u></b>



<b>CPS21.17</b>	<b>Health Local Law 2017</b>
<b>Committee</b>	8 August 2017
<b>Council</b>	22 August 2017
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Pollyanne Fisher – Policy & Projects Officer
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Proposed City of Nedlands Health Local Law 2017 2. Health Local Law 2017 with tracked changes

## Executive Summary

This report seeks Council approval to make the City of Nedlands Health Local Law 2017.

The first part of the local law-making process is for Council to resolve that a proposed local law be advertised for public consultation. At that meeting, it is necessary under section 3.12(2) of the *Local Government Act 1995* for the Mayor to read aloud the purpose and effect of the proposed local law.

The **PURPOSE** of this local law is to provide a statutory means to effectively control issues that have the ability to adversely impact on the health and well-being of the community.

The **EFFECT** of this local law is to allow health related issues to be sufficiently controlled so as to provide an acceptable standard for the maintenance of public health in the community.

## Recommendation to Committee

**Council makes the City of Nedlands Health Local Law 2017 as detailed in Attachment 1.**

**ABSOLUTE MAJORITY REQUIRED**

## Discussion/Overview

The *Local Government Act 1995* enables a local government to make local laws that are necessary for the good government of their area.

The procedure for making local laws is detailed in the *Local Government Act 1995* and is a specific process that must be adhered to in order for the local law to be accepted by the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

Section 3.12 (2) of the Act states that the first action in the process of making a local law is for the Mayor to give notice to the meeting of the purpose and effect of the proposed local law. Regulation 3 of the *Local Government (Functions and General) Regulations 1996* states that this can be achieved by ensuring that:

“(a) the purpose and effect of the proposed local law is included in the agenda for that meeting;  
(b) the minutes of the meeting of the Council include the purpose and effect of the proposed local law.”

Should this proposed local law be implemented, it will repeal and take place of the existing City of Nedlands Health Local Law 1997 currently in operation, previously adopted by Council on 27 August 2013. It is a requirement of the *Local Government Act 1995* that a local law be reviewed no less than every eight years. Whilst the City’s Health local law has been reviewed since its original adoption in accordance with legislation, amendments have not been made whilst the City has awaited the outcomes of significant restructures to state health legislation.

Following the *Public Health Act 2016* receiving Royal Assent on 25 July 2016, a review of the City of Nedlands Health Local Law 1997 has been duly undertaken and a new proposed local law developed. The *Public Health Act 2016* is currently at stage 3 of implementation, with further implementation planned in stages over the next three to five years.

### **Key Relevant Previous Council Decisions:**

In response to item CPS05.17 it was resolved at the Ordinary Meeting of Council on 28 March 2017 that;

*Council:*

- 1. makes the proposed City of Nedlands Health Local Law 2017 as detailed in Attachment 1 for the purposes of public advertising;*
- 2. advertises the proposed City of Nedlands Health Local Law 2017 in accordance with section 3.12 (3)(a) of the Local Government Act 1995;*
- 3. forwards a copy of the proposed City of Nedlands Health Local Law 2017 to the Minister for Local Government and Minister for Health in accordance with section 3.12 (3)(b) of the Local Government Act 1995;*
- 4. requests Administration to prepare a further report at the conclusion of the public advertising period to enable the Council to consider any submissions made; and*

## **Consultation**

Section 3.12 (3) of the *Local Government Act 1995* then requires that the City advertise the proposal to make a new City of Nedlands Health Local Law by statewide public notice, make copies available for inspection and invite submissions on the proposed local law for a period of at least 42 days.

The proposed local law was advertised locally in the Post Newspaper on Friday 28 April 2017, and advertised statewide in the West Australian Newspaper on Monday 1 May 2017. Notices were placed in the City's Administration and two libraries along with copies of the local law, and information was made available online on the City's website under the 'Your Voice' consultation tool.

Submissions closed on Monday 19 June 2017, which provided 49 days for submissions from the date of the statewide advertisement released, 7 days longer than the legislated period required.

As required by the *Local Government Act 1995* a copy was provided to the Minister for Local Government and Communities and the Minister for Health.

The City's online consultation tool recorded 62 visitors to the City's local law projects page during the consultation period, 9 of whom downloaded the full Health Local Law 2017 document.

The City received nil public submissions during the advertised period. Feedback from the Department of Local Government and Communities was received which resulted in minor changes to the proposed local which did not require the local law-making process to restart. Feedback was received from the Department of Health confirming receipt and changes to the legislation pertaining to the making of a Health Local Law, which the City is in compliance with.

## **Budget/Financial Implications**

Funds are available in the City of Nedlands operating budget for statutory advertising including publication in the *Government Gazette*.



***Health (Miscellaneous Provisions) Act 1911***  
***Local Government Act 1995***

**City of Nedlands**

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**Health Local Law 2017**

Under the powers conferred by section 342 of the *Health (Miscellaneous Provisions) Act 1911*, subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Nedlands resolved on **[DATE]** to make the following local law.

**Health (Miscellaneous Provisions) Act 1911  
Local Government Act 1995**

**City of Nedlands**

**Health Local Law 2017**

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8.	Certificate of Licence of a Morgue.
9.	Application for Consent to Establish an Offensive Trade.
10.	Application for Registration of Premises for Offensive Trade.
11.	Certificate of Registration of Premises for Offensive Trade.

## Part 1 - Preliminary

### 1.1 Citation

This local law may be cited as *The City of Nedlands Health Local Law 2017*.

### 1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

### 1.2 Application

This local law applies throughout the district.

### 1.4 Repeal

The *City of Nedlands Health Local Laws 1997* adopted by the City of Nedlands on 25 November 1997 and published in the *Government Gazette* on 9 February 1998, are repealed.

### 1.5 Interpretation

(1) In this local law 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 local government;

"**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 testing on building materials, components and structures – Tests for flammability of materials";

"**AS 1668.2: 2002**" means the standard published by the Standards Association of Australia as AS 1668.2: 2002 and called "The use of ventilation and air-conditioning in buildings – Ventilation design for indoor air contaminant control";

"**AS 2001.5.4: 2005**" means the standard published by the Standards Association of Australia as AS 2001.5.4: 2005 and called "Methods of tests for textiles Dimensional change-Domestic washing and drying procedures for textile testing (ISO 6330:2000, MOD)";

"**AS/NZS 1530.3: 1999**" means the standard published by the Standards Association of Australia as AS/NZS 1530.3: 1999 and called "Methods for fire tests on building materials, components and structure-Simultaneous determination of ignitability, flame propagation, heat release and smoke release";

**"AS/NZS 3666.2: 2002"** means the standard published by the Standards Association of Australia as AS/NZS 3666.2: 2002 and called "Air-handling and water systems of buildings-Microbial Control-Operation 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 Officer"** means the Chief Executive Officer of the City of Nedlands and includes an Acting Chief Executive Officer;

**"district"** means the district of the local government 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 Environmental Health Officer;

**"fire authority"** means the Fire and Emergency Services Authority of Western Australia, Fire and Emergency Services of WA, or the Department of Fire and Emergency Services;

**"Food Standards Code"** means the Australian New Zealand Food Standards Code as defined in the Commonwealth *Food Standards Australia New Zealand Act 1991*;

**"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;

**"Local Government"** means the City of Nedlands;

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

**"Manager Health and Compliance"** means an authorised officer appointed by the local government to perform the duties and functions of the office of Manager Health and Compliance and includes an Acting Manager Health and Compliance;

**"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, nightsoil, 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 the 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;

**"vector of disease"** means an arthropod or rodent that can transmit, 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;

**"water"** means drinking water within the meaning of the Australian Drinking Water Guidelines as published by the National Health and Medical Research Council in 2011 and as amended from time to time; and

**"window"** means a glass panel, roof light, glass brick, glass louvre, 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 this local law, 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 this local law 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

#### 4. Interpretation

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

#### 5. Dwelling House

- (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.

#### 6. Premises other than a Dwelling House

- (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 local law 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 wash basin.

## **7. Outdoor Festivals**

- (1) The organiser of an outdoor festival shall provide sanitary conveniences in accordance with the recommendations contained within the Department of Health document Guidelines for Concerts, Events and Organised Gatherings.
- (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 Manager Health and Compliance may vary the requirements of sub-clause (1) upon the written request of the organiser.

## **8. Toilets**

- (1) Toilets on premises shall be maintained in accordance with the following requirements -
  - (a) the door to a toilet, other than an internal toilet, shall be properly screened to a continuous height of 1.8 metres from the floor;
  - (b) a toilet or its entrance which is visible from overlooking windows shall be properly screened;
  - (c) the floor of any internal toilet shall be -
    - (i) of concrete or of other approved impervious material of an approved thickness; and
    - (ii) graded to a floor waste outlet and proper discharge pipe with flap valve fitted and, where necessary, protected by an approved sump; and
  - (d) the floor of any external toilet shall be -



- (i) of concrete or of other approved impervious material of an approved thickness; and
  - (ii) graded to the door or alternatively an approved outlet.
- (2) Toilets on premises other than a dwelling house shall be maintained in accordance with the following additional requirements -
  - (a) a toilet for the exclusive use of males shall not adjoin any toilet for the exclusive use of females unless the toilets are separated by a wall extending from floor to ceiling and of sufficient density to blanket sound; and
  - (b) where more than one toilet is provided on the premises, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

## **9. Temporary Works**

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 Health and Compliance, and ensure the site is left clean.

## **10. Maintenance of Sanitary Conveniences and Fittings**

- (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.

## **11. Ventilation of Toilet**

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

- (a) mechanically ventilated to external air, through a fully enclosed duct at a minimum rate of 25 litres per second per fixture, but in no case less than 10 air changes per hour; or
  - (b) naturally ventilated to the external air by the provision of -
    - (i) fixed and permanently ventilated windows or skylights;
    - (ii) fixed glazed louvred windows; or
    - (iii) wall or ceiling vents, ducted as directly to the outside air as is practical and boxed throughout,situated in both the room in which the toilet is located and any adjacent airlock.
- (2) A mechanical ventilation system provided under sub-clause (1)(a) shall -
- (a) be separate and distinct from any other system of mechanical ventilation in the building;
  - (b) be of an exhaust type;
  - (c) where it is provided for a building of more than 2 storeys, shall have a ventilating fan and power unit in duplicate; and
  - (d) be maintained in good working order and condition.
- (3) A natural ventilation system provided under sub-clause (1)(b) shall have -
- (a) a clear ventilation area of not less than 0.015 square metres per fixture; and
  - (b) a window of light transmitting area equivalent to not less than ten percent of the floor area.
- (4) A toilet with an entrance opening from -
- (a) a room used for the manufacture, storage or consumption of food,
  - (b) a room used for sleeping or other domestic activities; or
  - (c) a room used as a work place,
- shall be mechanically ventilated as required by sub-clause (1)(a) and the entrance shall be fitted with a door having an efficient self closing device.

## **12. Public Sanitary Conveniences**

- (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.

### **13. Lighting**

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.

### **14. Installation**

- (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**

### **15. Bathrooms**

- (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*; and
  - (c) is equipped with -
    - (i) a hand wash 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 approved impervious material of an approved thickness;
  - (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 wash basins and similar fittings shall be provided with an adequate supply of hot and cold water.

## 16. Laundries

- (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 minimum floor area of 3 square metres and is constructed of concrete or other approved impervious material of an approved thickness and the minimum width of the room shall be not less than 1.5 metres;
  - (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 an approved 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 and one copper; 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 not less than 20 metres of 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; and
  - (b) properly supported,
- and all wash troughs and sinks shall have a capacity of at least 36 litres.
- (4) Sole or multiple occupancy units, each being a separate dwelling, shall have -
- (a) laundry facilities, in accordance with the Building Code, for the exclusive use of the occupants of each unit; or
  - (b) a separate laundry, with communal laundry facilities in accordance with the Building Code, for up to 4 sole occupancy units that do not have their own laundry facilities.

- (5) 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.
- (6) 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.

## **17. Washing or Keeping of Clothes in Kitchens**

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.

## **18. Kitchens**

- (1) For the purpose of this Division, a "cooking facility" includes a stove, oven, facility or appliance used for or in connection with the cooking of food.
- (2) 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 stove approved by the Manager Health and Compliance;
  - (b) an oven with a capacity of not less than 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.
- (3) 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.
- (4) A cooking facility shall -
  - (a) be installed in accordance with the requirements of the electricity and gas technical and safety legislation; and
  - (b) not be installed or used in any room other than a kitchen.
- (5) Mechanical extraction shall be provided in a kitchen and the exhaust air shall be -
  - (a) carried to the outside air as directly as practicable; and
  - (b) boxed throughout, or
  - (c) filtered by an approved recirculating filter device.

## Part 3 - Housing and General

### Division 1 - Maintenance of Houses

#### 19. Dwelling House Maintenance

The owner or occupier of a dwelling house 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 downpipes 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 and level in surface and free from cracks and gaps;
- (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 electricity and gas technical and safety legislation.

#### 20. Guttering and Downpipes

The owner of a house shall not use or occupy, or permit to be used or occupied, a house unless -

- (a) the house is provided with adequate guttering, downpipes and drains sufficient to receive without overflow all rain water flowing into them and for all

rain water to be effectively disposed of to the satisfaction of the Manager Health and Compliance;

- (b) the guttering and downpipes are fixed to the eaves of every roof of the house so that all rain water flowing from the roof shall be received by such guttering and downpipes;
- (c) all downpipes from guttering are connected so as to discharge into drains, which shall empty into a soak well, or other suitable storm water scheme;
- (d) each soak well is located at least 1.8 metres from any building and at least 1.8 metres from the boundary of the block; and
- (e) any rain water from any downpipe is not discharged onto any unpaved surface of land within 1.5 metres of any house.

#### **21. Maintenance of Guttering and Downpipes and Disposal of Rain Water**

The owner or occupier of a house shall -

- (a) maintain all guttering, downpipes and drains on the premises in a good state of repair, clean and free from obstruction; and
- (b) not permit any rain water from the premises to discharge onto or over a footpath, street or other property.

### **Division 2 - Ventilation of Houses**

#### **22. Exemption for Short Term Hostels**

This Division shall not apply to short term hostels referred to in Division 2 of Part 8.

#### **23. Overcrowding**

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.

#### **24. Calculate Sufficient Space**

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.

## **25. Ventilation**

- (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 AS1668.2-2002.
- (3) The owner of a house provided with mechanical ventilation or an air-conditioning system shall ensure that the system is -
  - (a) maintained in good working condition and in accordance with AS/NZS3666.2: 2002; and
  - (b) in use at all times the building is occupied.
- (4) If, in the opinion of the Manager Health and Compliance, 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).

## **26. Sub-Floor Ventilation**

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**

### **27. Water Supply**

- (1) The owner of a house shall ensure that it is connected with a separate and independent water supply from the mains of the 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.



## **28. Rain Water Tanks**

The owner or occupier of a house for which part of the water supply is drawn from a rain water tank shall -

- (a) maintain in a clean condition and free from hazardous material -
  - (i) the roof forming the catchment for the tank; and
  - (ii) the guttering and downpipes appurtenant to the roof;
- (b) ensure that each rain water 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.

## **29. Wells**

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; and
- (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

## **30. Pollution**

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 - Secondhand Furniture, Bedding and Clothing**

### **31. Prohibition of Sale**

A person shall not offer for sale or sell any secondhand furniture, bedding or clothing which is filthy or infested with vectors of disease.

### **32. Prohibition of Possession**

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

## Division 5 – Morgues

### 33. Application and Licensing of Morgues

- (1) All morgues, other than police or public hospital morgues, are required to be licenced.
- (2) An application for a licence of a morgue shall be -
  - (a) made by the applicant;
  - (b) made in the form prescribed in Schedule 7; and
  - (c) forwarded to the Chief Executive Officer with the fee as fixed by the local government in accordance with Section 6.16 of the *Local Government Act 1995*.
- (3) The annual fee for a licence for a place for the temporary reception and keeping of the bodies of the dead awaiting burial or cremation is fixed by the local government in accordance with Section 6.16 of the *Local Government Act 1995*.
- (4) 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.
- (5) 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 - Refuse

### Division 1 – Enclosures and Burning

#### 34. Interpretation

In this Division, unless the context otherwise requires -

**"approved enclosure"** means an enclosure for the storage of receptacles which complies with clause 35;

### **35. Suitable Enclosure**

- (1) An owner or occupier of premises -
  - (a) consisting of more than 3 dwellings; or
  - (b) used for commercial, industrial purposes, or as a food premises;

shall if required by the Manager Health and Compliance 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 Division shall keep the enclosure thoroughly clean and disinfected.

- (3) For the purposes of this Division, 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 Health and Compliance;
- (b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other material of suitable thickness approved by the Manager Health and Compliance;
- (c) having walls not less than 1.8 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 receptacles;
- (f) provided with a ramp into the enclosure having a gradient no steeper than 1:8 unless otherwise approved by the Manager Health and Compliance;
- (g) provided with a tap connected to an adequate supply of water; and
- (h) provided with an adequate roof if required by the Manager Health and Compliance.

### **36. Burning Rubbish or Refuse**

- (1) A person shall not -
  - (a) without the written approval of the Manager Health and Compliance; 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 -

- (i) in any incinerator; or
  - (ii) on the ground.
- (2) Subject to sub-clause (3), an approval of the Manager Health and Compliance 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 which may become offensive when burnt; or
    - (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 10.00am to 3.00pm;
  - (d) an incinerator must meet the minimum standards specified in A.S.1875-1976; and
  - (e) an incinerator unit used for fire must be located-
    - (i) at least 3 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 Fire Rules of the Metropolitan Fire District for the current season issued by the Department of Fire and Emergency Services, the Manager Health and Compliance 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 2 - Transport of Butchers' Waste**

### **37. Interpretation**

In this Division, unless the context otherwise requires -

**"butchers' waste"** includes animal skeletons, rib cages and the products of a slaughter house or boning room.

### **38. Restriction of Vehicles**

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.

### **39. Transport of Butchers Waste**

- (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 sheet metal and the walls to be not less than 910 millimetres high;
    - (ii) all joints to be welded, soldered or brazed and made water-tight;
    - (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 a tarpaulin or other impervious sheet material approved by the Manager Health and Compliance, carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or
  - (b) a water-tight metal 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 Part, 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**

#### **40. Interpretation**

In this Division, unless the context otherwise requires -

"**fertiliser**" includes manure.

#### **41. Footpaths etc, to be kept clean**

An owner or occupier of premises shall keep any footpath, pavement, area or right of way immediately adjacent to the premises clear of rubbish, matter or other things coming from or belonging to the premises.

**42. Escape of Smoke etc.**

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.

**43. Public Vehicles to be kept clean**

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.

**44. Prohibition against Spitting**

A person shall not spit on a footpath, street or public place.

**45. Transportation, Use and Storage of Offal, Blood, or other Offensive Matter**

- (1) 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.
- (2) No person shall remove any offensive matter unless such offensive matter is carried in watertight barrels or tanks securely covered to prevent the escape of any of the contents thereof, or the emission of any offensive odour there from.
- (3) Every person using any tank or barrel or vehicle in the removal of any offensive matter shall keep such tank, barrel or vehicle and every vehicle used for the carriage or removal of any such matter as aforesaid in a thoroughly clean condition and in good repair.

**46. Use or Storage of Fertiliser**

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.

#### **47. Storage and Dispatch of Artificial Fertiliser**

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.

#### **48. Storage of Fertiliser in a House**

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 Health and Compliance.

#### **49. Vehicles Used for Transporting of Animals and Birds**

Unless transporting a pet animal or bird-

- (1) No person having the control or management of any vehicle in which animals or birds are being or have been transported or confined shall allow such vehicle to stand within the district until the floor of such vehicle has been cleaned.
- (2) A person having the control or management of any vehicle in which any animals or birds have been transported or confined shall immediately upon the removal of any animals or birds cause such vehicle to be cleaned to the satisfaction of an Environmental Health Officer.

### **Division 2 - Keeping of Animals**

#### **50. Interpretation**

In this Division, unless the context otherwise requires -

"small animal" includes rabbits, ferrets, guinea pigs and other domestic rodents kept as pets.

#### **51. Cleanliness**

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.

#### **52. Animal Enclosures**

- (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 Health and Compliance, 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.
- (3) If a structure or enclosure is used for the keeping of animals contrary to the provisions of this division, the Manager Health and Compliance may direct the owner or occupier to remove it.
- (4) An owner or occupier shall comply with a direction from the Manager Health and Compliance under this Division.

#### **53. Cats**

- (1) Subject to sub-clause (6), a person shall not, without an exemption in writing from the local government, keep more than 3 cats over the ages of 3 months on any premises within the district.
- (2) An owner or occupier of premises may apply in writing to the local government for exemption from the requirements of sub-clause (1).
- (3) The local government shall not grant an exemption under this Division unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.
- (4) An exemption granted under this Division shall specify -
  - (a) the owner or occupier to whom the exemption applies;
  - (b) the premises to which the exemption applies; and
  - (c) the maximum number of cats which may be kept on the premises.



- (5) A person who is granted exemption under this Division may be required by the local government to:
- (a) provide for each cat kept at or on the premises a properly constructed shelter with an enclosure complying with the following-
    - (i) each shelter shall have a floor area of not less than 0.5 square metres for each cat over the age of 3 months kept or to be kept therein; and
    - (ii) the area of the enclosure appurtenant to each shelter shall be not less than 3 times the area of the shelter:
  - (b) a shelter or an enclosure shall be situated at a distance of not less than-
    - (i) two metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;
    - (ii) 10 metres from any dwelling, church schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption;
  - (c) keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.
- (6) A person may keep more than 3 cats on premises used for veterinary purposes, cat management facility or as a pet shop.

#### **54. Keeping of Small Animals**

- (1) Subject to sub-clause (4), a person shall not, without an exemption in writing from the local government, keep more than 12 small animals over the ages of 3 months on any residential lot within the district.
- (2) An owner or occupier of premises may apply in writing to the local government for exemption from the requirements of sub-clause (1).
- (3) The local government shall not grant an exemption under this Division unless it is satisfied that the number of small animals to be kept will not be a nuisance or injurious or dangerous to health.
- (4) A person may keep more than 12 small animals on premises used for veterinary purposes or as a pet shop.
- (5) A person who keeps a small animal or permits a small animal to be kept must not permit that small animal to stray or to be at large in a street, public place or upon private property without the consent of the property owner.
- (6) A person who keeps a small animal or permits a small animal to be kept must ensure that the small animal is kept in a properly constructed and securely fastened structure or enclosure.

#### **55. Slaughter of Animals**

- (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.

#### **56. Disposal of Dead Animals**

- (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**

#### **57. Interpretation**

In this Division, unless the context otherwise requires -

**"approved animal"** means a horse, cow or large animal the subject of an approval by the local government under clause 69;

**"cow"** includes an ox, calf or bull;

**"horse"** includes an ass, mule, donkey or pony;

**"large animal"** includes a cow, horse, pig, sheep, goat, deer, camel, llama, emu, ostrich, kangaroo and the like;

**"stable"** means a building for the keeping, care and feeding of a horse, cow or other large animal; and

**"stall"** means a single compartment for one horse in a stable.

#### **58. Stables**

- (1) An owner or occupier of premises shall not keep a horse, cow or large animal on those premises without the written approval of the local government.
- (2) An owner or occupier of premises who has approval to keep a horse, cow or large animal shall provide for its use a stable which shall -
- (a) not be situated within 15 metres of a house or other premises;
  - (b) have a proper separate stall -
    - (i) for each horse or cow; and
    - (ii) the floor area of which shall be a minimum of 6 square metres;
  - (c) have each wall and roof constructed of an impervious material;

- (d) have on all sides of the building between the wall and the roof a clear opening of at least 150 millimetres in height;
  - (e) have a floor, the upper surface of which shall -
    - (i) be raised at least 75 millimetres above the surface of the ground;
    - (ii) be constructed of cement, concrete or other similar impervious materials; and
    - (iii) have a fall of 1 in 100 to a drain which shall empty into a trapped gully situated outside the stable and shall discharge in a manner approved by the Manager Health and Compliance.
- (3) The owner or occupier of premises on which a stable is located shall -
- (a) maintain the stable in a clean condition and clean, wash and disinfect it when so directed by an Environmental Health Officer;
  - (b) keep all parts of the stable so far as possible free from flies or other vectors of disease by spraying with a residual insecticide or other effective means; and
  - (c) when so ordered by the Manager Health and Compliance, spray the stable, or such parts as may be directed, with a residual insecticide.

#### **59. Proximity of Animals to a Dwelling House**

The owner or occupier of premises shall not permit an approved animal to approach within 15 metres of a dwelling house or food premises.

#### **60. Manure Receptacle**

An owner or occupier of premises on which an approved animal is kept shall -

- (a) provide in a position convenient to the stable, a receptacle for manure, constructed of smooth, impervious, durable, easily cleansed material, provided with a tight-fitting hinged cover, and with no part of the floor lower than the surface of the adjoining ground;
- (b) keep the lid of the receptacle closed except when manure is being deposited or removed;
- (c) cause the receptacle to be emptied at least once a week and as often as may be necessary to prevent it becoming offensive or a breeding place for flies or other vectors of disease;
- (d) keep the receptacle so far as possible free from flies or other vectors of disease by spraying with a residual insecticide or other effective means; and
- (e) cause all manure produced on the premises to be collected daily and placed in the receptacle.

## **Division 4 - Keeping of Poultry, Pigeons and Miscellaneous Birds**

### **61. Interpretation**

In this Division, unless the context otherwise requires -

**"Affiliated Person"** means a person who is a member of -

- (a) the Pigeon Racing Federation of Western Australia;
- (b) the Fancy Utility Pigeon Club of Western Australia;
- (c) the Southern Districts Pigeon and Bantam Club; or
- (d) any other properly constituted Pigeon Club;

**"poultry"** includes fowls, ducks and other domestic fowls; and

**"miscellaneous birds"** includes all birds other than poultry and registered homing or racing pigeons.

### **62. Limitation on Numbers of Poultry and Pigeons**

An owner or occupier of premises-

- (a) who is not an Affiliated Person, shall not keep a combined total of more than 12 poultry and pigeons; and
- (b) who is an Affiliated Person, shall not keep a total of more than 50 pigeons and 12 poultry.

### **63. Limitations on Numbers of Miscellaneous Birds**

An owner or occupier of premises-

- (a) an owner or occupier shall not keep more than 20 miscellaneous birds on any premises within the district;
- (b) sub-clause (a) does not apply to premises used for veterinary purposes or as a pet shop;

on any one lot of land.

### **64. Conditions for Keeping Poultry**

A person who keeps poultry or permits poultry to be kept shall ensure that-

- (a) no poultry are able to approach within 10 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;
- (b) all poultry are kept in a properly constructed and securely fastened structure or enclosure which is provided with a concrete floor trowelled to a smooth finish and laid with a fall of 1 in 50 to the front;

- (c) the structure or enclosure is in a yard having an otherwise unobstructed area of at least 30 square metres;
- (d) no poultry are able to approach within 18 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, the local government has approved a lesser distance;
- (e) all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with in a way as directed by an Environmental Health Officer; and
- (f) no poultry enclosure shall be nearer than 1 metre from any property boundary.

**65. Roosters, Geese, Turkeys and Peafowls**

- (1) An occupier of premises shall not, without the written approval of the local government, keep or permit to be kept on those premises any one or more of the following-
  - (a) a rooster;
  - (b) a goose or gander;
  - (c) a turkey; or
  - (d) a peacock or peahen.
- (2) The local government may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in sub-clause (1).
- (3) A person who has been granted approval under this Division to keep a bird may keep the bird on the premises only while he is the occupier thereof.
- (4) The local government may revoke an approval granted under this Division if it is of the opinion that the keeping of the birds specified in the approval is causing a nuisance or is injurious, offensive or dangerous to health.

**66. Pigeons or Doves**

A person who keeps, or permits to be kept, pigeons or doves shall ensure that -

- (a) none is able to approach within 10 metres of a dwelling, public building or food premises; and
- (b) except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that -
  - (i) does not exceed 3.6 metres in height from the ground;
  - (ii) is in a yard having an otherwise unobstructed area of at least 30 square metres;
  - (iii) is provided with a concrete floor trowelled to a smooth finish and laid with a fall of 1 in 50 to the front; and
  - (iv) is not nearer than 1 metre from any boundary.

**67. Restrictions on Feeding of Birds**

A person shall not feed a pigeon or other bird, so as to cause a nuisance or be injurious or dangerous to health.

**68. Removal of Non-Conforming Structure or Enclosure**

- (1) If a structure or enclosure is used for the keeping of poultry or of pigeons or doves contrary to the provisions of clauses 75 or 77, the Manager Health and Compliance may direct the owner or occupier to remove it.
- (2) An owner or occupier shall comply with a direction from the Manager Health and Compliance under this Division.

**69. Restrictions on Pigeon Nesting or Perching**

- (1) The local government may order an owner or occupier of a house 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 the local government order under this Division.

**Division 5 – Car Parks**

**70. Interpretation**

In this Division, unless the context otherwise requires -

"**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.

**71. Ventilation**

- (1) A person shall not use or occupy, or permit to be used or occupy, a car park unless it is ventilated by either -
  - (a) natural ventilation; or
  - (b) mechanical means;in accordance with AS1668.2-2002.
- (2) If, in the opinion of the Manager Health and Compliance, 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).

## **72. Exhaust Air Discharge Points and Exhaust Registers**

An owner or occupier shall ensure that -

- (a) all exhaust air that is discharged from a car park shall be discharged at points-
  - (i) which are constructed in accordance with AS1668.2-2002;
  - (ii) located so that the hourly average exhaust flow rate is not reduced below the minimum requirement of AS1668.2-2002; and
  - (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 as far as possible from the source of supply air;
- (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.

## **Part 6 – Pest Control**

### **Division 1 – Flies**

#### **73. Interpretation**

In this Division, unless the context otherwise requires -

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

#### **74. Fly breeding matter not to be left on Premises unless Covered or Treated**

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.

#### **75. Measures to be taken by an Occupier**

An owner or occupier of premises shall take reasonable steps to 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.

**76. Officer may give Notice directing measures to be Taken**

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.

**77. Local Government may Execute Work and Recover Costs**

- (1) Where -
  - (a) a person is required under this Division or directed by a notice given under clause 87, 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 this local law.
- (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 Division.

**Division 2 – Mosquitoes**

**78. Interpretation**

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.

**79. Premises to be kept free of Mosquito Breeding Matter**

An owner or occupier of premises shall keep the premises free of -

- (a) refuse; and
- (b) water that is, or is liable to become the breeding place of mosquitoes.

**80. Measures to be taken by an Owner or Occupier**

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 treated with other larvicide; 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.

**81. Measures to be taken by Occupier**

An occupier of premises where water is kept in a birdbath, 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.

**82. Removal of Undergrowth or Vegetation**

- (1) Where it appears to the Manager Health and Compliance 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 Health and Compliance under this Division.

**83. Filling in Excavations etc.**

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.

#### **84. Drains, Channels and Septic Tanks**

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 an approved larvicide according to the directions on the container, into the septic tank system, whenever directed to do so by an Environmental Health Officer;
  - (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.

#### **85. Drainage of Land**

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.

#### **86. Officer may give Notice directing measures to be Taken**

Where, in the opinion of an Environmental Health Officer mosquitoes are breeding or are liable to breed on any premises, the Officer may give to the owner or occupier of the premises a 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.

## **87. Local Government may Execute Work and Recover Costs**

- (1) Where-
  - (a) a person is required under this division or directed by a notice given under clause 97, to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,  
  
the local government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under this local law.
- (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 Division.

## **Division 3 – Rodents**

### **88. Interpretation**

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.

### **89. Measures to be taken to eradicate Rodents**

- (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 food stuffs;
    - (ii) using a rodenticide bait or properly baited traps; 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.

**90. Waste food etc. to be kept in rodent proof Receptacles**

A person shall not place or cause 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.

**91. Restrictions on materials affording harbourage for Rodents**

- (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 Division.

**92. Food premises etc. to be cleaned after Use**

An owner or occupier of a food premises, 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.

**93. Restrictions on the Sale or Keeping of Rats**

- (1) Subject to sub-clause (2) an owner or occupier of premises 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 *Private 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 100 and ensure that all reasonable steps are taken to destroy the rat.

**94. Local Government may Execute Work and Recover Costs**

- (1) Where -
- (a) a person is required under this Division or directed by a notice given under clause 102 to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,
- the local government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under this local law.
- (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 Division.

**Division 4 – Cockroaches**

**95. Interpretation**

In this Division, unless the context otherwise requires -

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

**96. Measures to be taken to eradicate Cockroaches**

- (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 - Bee Keeping**

### **97. Interpretation**

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; and

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

### **98. Restrictions on keeping of Bees in Hives**

A person shall not keep or permit the keeping of bees anywhere within the district unless approval to do so has been given by the local government.

- (1) The local government may direct any person to remove any bees or approved beehives which in the opinion of the Manager Health and Compliance are causing a nuisance.
- (2) A person shall comply with a direction within the time specified.

## **Division 6 - Arthropod Vectors of Disease**

### **99. Interpretation**

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*);
- (e) head lice (*Pediculus humanus var. capitis*); and
- (f) any other insect prescribed by the Executive Director, Public Health.

## **100. Responsibility of the Owner or Occupier**

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**

#### **101. Requirements on owner or occupier to clean, disinfect and disinfest**

- (1) The local government or the Manager Health and Compliance 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).

#### **102. Environmental Health Officer may disinfect or disinfest premises**

- (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 Division 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 Division.

#### **103. Insanitary houses, premises and things**

- (1) An owner or occupier of any house or premises shall maintain the house or premises free from any insanitary condition or thing.

- (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.

**104. Medical Officer may authorise disinfecting**

- (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.
- (2) A person shall comply with any direction of the Medical Officer under this Division.

**105. Persons in contact with an infectious disease sufferer**

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 if so removed, shall remain in that place until the Medical Officer otherwise directs.

**106. Declaration of infected house or premises**

- (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.
- (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 Health and Compliance.



#### **107. Destruction of infected animals**

- (1) The Manager Health and Compliance, upon being satisfied that an animal is or may be infected or is liable to be infected with an infectious disease or 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.

#### **108. Disposal of a body**

- (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.

#### **109. Local Government may carry out work and recover costs**

- (1) Where -
  - (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 Division 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 Division.

### **Division 2 - Disposal of used condoms and needles**

#### **110. Disposal of used condoms**

- (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 Health and Compliance.
- (2) A person shall not dispose of a used condom in a public place except in accordance with sub-clause (1).

#### 111. Disposal of used needles

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

### Part 8 - Lodging Houses

#### Division 1 – Registration

#### 112. Interpretation

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

"**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;

"**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;

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

"**lodging house**" includes 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;

"**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; and

"**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.

- (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.

**113. Lodging House not to be kept unless registered**

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 131;
- (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 Chief Executive Officer, 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 is one or more lodgers in the lodging house.

**114. Application for registration**

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 by the local government in accordance with Section 6.16 of the *Local Government Act 1995*; and
  - (ii) detailed plans and specifications of the lodging house.

**115. Approval of application**

The local government may approve, with or without conditions, an application under clause 130 by issuing to the applicant a certificate in the form of Schedule 2.

**116. Renewal of registration**

A person who keeps a lodging house which is registered under this Part shall -

- (a) during the month of December in each year apply to the local government for the renewal of the registration of the lodging house; and
- (b) pay the fee as fixed by the local government in accordance with Section 6.16 of the *Local Government Act 1995* at the time of making each application for renewal.

## **117. Notification upon sale or transfer**

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 Officer, 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.

## **118. Revocation of registration**

(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 this local law 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 Health and Compliance, unfit to remain registered.

(3) Before revoking the registration of a lodging house under this Division, 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**

### **119. General Construction Requirements**

The general construction requirements of a lodging house shall comply with the Building Code.

## **120. Sanitary conveniences**

- (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 hand wash basin and either a shower or a bath,in accordance with the requirements of the Building Code.
- (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 wash basin 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) Paragraphs (b) and (c) of sub-clause (5) do not apply to a serviced apartment.

## **121. Laundry**

- (1) A keeper shall -
  - (a) subject to sub-clause (2), provide on the premises for the use of each 15 lodgers, a laundry in accordance with the requirements of clause 16 of this local law;
  - (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 even fall to a floor waste.
- (2) The Manager Health and Compliance may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

## **122. Kitchen**

The keeper of a lodging house shall provide in that lodging house a kitchen which -

- (a) complies with the requirements of Standard 3.2.3 of the Food Standards Code; and
- (b) has a kitchen floor area of not less than 16 square metres.

**123. Cooking Facilities**

(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 Health and Compliance 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
46-50	2	4
Over 60	2	4 + 1 for each additional 15 lodgers (or part thereof) over 60

(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 Health and Compliance.

**124. Dining Room**

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 0.6 square metres per person or not less than 10 square metres whichever is the greater; and
- (c) which shall be -
  - (i) adequately furnished to accommodate, at any one time, at least half of the number of lodgers; and
  - (ii) provided with a suitable floor covering.

**125. Lounge Room**

The keeper of a lodging house shall provide in that lodging house a lounge room -

- (a) with a floor area -
  - (i) where the lounge is not combined with the dining room - not less than 0.6 square metres per person;
  - (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.

#### **126. Fire prevention and control**

A keeper shall -

- (a) in each passage in the lodging house provide emergency lights -
  - (i) in such a position and of such a pattern, as approved by the Manager Health and Compliance; 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 fire fighting appliance is clearly visible, accessible and maintained in good working order at all times;
- (d) provide fire-extinguishing appliances of the number and pattern, and situated in such a position as the local government may direct;
- (e) ensure all buildings are fitted with fire protection equipment as advised by the Department of Fire and Emergency Services and approved by the local government; and
- (f) ensure all fire fighting equipment, exit signs, emergency lights and fire detection and alarm systems are adequately maintained at all times in such a condition as will enable their proper performance.

#### **127. Obstruction of passages and stairways**

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.

#### **128. Fitting of locks**

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.

## **129. Restriction on use of rooms for sleeping**

- (1) Subject to sub-clause (3) and clause 159, 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, store room, 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, 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 metres 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 Health and Compliance.
- (2) For the purposes of this Division, 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.

## **130. Sleeping Accommodation Short Term Hostel**

- (1) A keeper of a short term hostel 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.
  - (b) a ceiling with a minimum height of 2.4 metres in any dormitory utilising beds and 2.7 metres in any dormitory utilising bunks.
  - (c) either:



- (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 the local government's approval.
- (d) beds with a minimum size of 800 millimetres x 1.9 metres;
- (e) storage space for personal effects, including backpacks, so that cleaning operations are not hindered and access spaces are not obstructed.
- (2) 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.
- (3) The keeper of any short term hostel shall:
- (a) ensure that at all times a minimum distance of 750 millimetres between beds and a minimum distance of 900 millimetres between bunks is maintained;
  - (b) ensure that where bed or bunk heads are placed against the wall on either side of a dormitory, 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;
  - (c) ensure all doors, windows and ventilators are kept free of obstruction.
- (4) The keeper shall ensure that:
- (a) materials used in dormitory areas comply with AS1530.2-1993 and AS/NZS1530.3: 1999 as follows:-
    - drapes, curtains, blinds and bed covers - a maximum Flammability Index of 6;
    - upholstery & bedding - a maximum Spread of Flame Index of 6;
      - a maximum Smoke Developed Index of 5;
    - floor coverings - a maximum Spread of Flame Index of 7.
      - a maximum Smoke Developed Index of 5;
- Fire retardant coatings used to make a material comply with these indices must be -
- (i) certified by the manufacturer as approved for use with the fabric to achieve the required indices; and

- (ii) certified by the manufacturer to retain its fire retardancy effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS2001.5.4-2005, Procedure 7A, using ECE reference detergent; and
  - (iii) certified by the applicator as having been carried out in accordance with the manufacturer's specifications of the product,
- (b) emergency lighting is provided in accordance with the Building Code of Australia;
- (c) a lodger or other person does not smoke in any dormitory, kitchen, dining room, or other enclosed public place, within a short term hostel or recreational campsite; and
- (d) the keeper of any short term hostel shall ensure all mattresses are fitted with a mattress protector.

### **131. Furnishing etc. of sleeping apartments**

- (1) A keeper shall -
  - (a) furnish each sleeping apartment with a sufficient number of beds and sufficient bedding of good quality;
  - (b) ensure that each bed -
    - (i) has a bed head, mattress and pillow; and
    - (ii) is provided with a pillow case, mattress cover, 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;
- (3) The sheets and blankets required to be provided under subclause (1)(b)(ii), shall be deemed to have been provided by the keeper, where the keeper offers them to the lodgers. In such circumstances, each lodger must either provide his or her own clean sheets or hire them from the keeper.
- (4) In a short term accommodation hostel or recreational campsite, the storage facilities required by sub-clause (1)(c) may be located in a separate secure storage room or locker.

### **132. Ventilation**

- (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.

**133. Numbers to be placed on Doors**

- (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**

**134. Keeper or manager to reside in the lodging house**

Whenever there is one or more lodgers in a lodging house, a keeper or manager shall -

- (a) reside continuously in the lodging house; and
- (b) not be absent from the lodging house unless he or she arranges for a reputable person to have the care and management of the lodging house.

**135. Register of lodgers**

- (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.

**136. Keeper report**

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.

**137. Certificate in respect of sleeping accommodation**

- (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 an Environmental Health Officer, a keeper shall exhibit the certificate issued under this Division 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 Division to occupy the room to which it refers.

**138. Duplicate keys and inspection**

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.

**139. Room occupancy**

- (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 Manager Health and Compliance or the Medical Officer has forbidden to be used as a sleeping apartment.
- (2) For the purpose of this Division, two children under 10 years of age shall be counted as one lodger.

**140. Maintenance of a room by a lodger or resident**

- (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 and sanitary 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 and sanitary condition.

**141. Cleaning and maintenance requirements**

- (1) In this Division -

**"bed linen"** includes sheets, pillow cases and mattress covers.
- (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) ensure that the laundry floor is cleaned daily;
  - (e) ensure that -
    - (i) all bed linen, towels, and house linen in use is 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, that 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 Health and Compliance, 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 Health and Compliance or an Environmental Health Officer.

#### **142. Responsibilities of lodgers and residents**

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 hand wash 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 159 -

- (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.

#### 143. Approval for storage of food

- (1) The Manager Health and Compliance 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

#### 144. Interpretation

In this Part, unless the context otherwise requires -

**"occupier"** in relation to premises includes the person registered as the occupier of the premises specified in the 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 processing premises, fish curing premises and shellfish and crustacean processing establishments;
- (b) laundries, dry cleaning premises and dye works;
- (c) any trade as defined by Section 186 of the Act; and

"premises" includes houses of premises for offensive trade.

**145. Consent to Establish an Offensive Trade**

- (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 162; and
  - (b) lodge with the Chief Executive Officer an application in the form of Schedule 9.
- (2) A person who makes a false statement in an application under this Division shall be guilty of an offence.

**146. Notice of Application**

A notice required under sub-clause 161(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 Perth daily newspaper at least two weeks but not more than one month before the application under sub-clause 161(1)(b) is lodged with the Chief Executive Officer.

**147. Registration of Premises**

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 *Health (Offensive Trades Fees) Regulations 1976* as amended from time to time; and
- (c) lodged with the Chief Executive Officer.

**148. Certificate of Registration**

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.

**149. Change of Occupier**

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



## **150. Alterations to Premises**

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 other than minor repairs.

## **Division 2 - General Duties of an Occupier**

### **151. Interpretation**

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.

### **152. Cleanliness**

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.

### **153. Rats and other Vectors of Disease**

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.

**154. Sanitary Conveniences and Hand wash basins**

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

**155. Painting of Walls etc.**

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.

**156. Effluvia, Vapours or Gases**

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 the occupier's business or from any material, residue or other substance which may be kept or stored upon the premises.

**157. Offensive Material**

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 air tight covers on the 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 and at such more frequent intervals as may be approved or directed by the Manager Health and Compliance or whenever so directed by an Environmental Health Officer; and
- (e) cause all receptacles after being emptied to be cleaned immediately with an efficient disinfectant.

**158. Storage of Materials**

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.

**159. Specified Offensive Trades**

- (1) For the purposes of this Division, "specified offensive trade" means one or more of the offensive trades carried on, in or connected with the following works or premises -

- (a) fish processing premises, fish curing premises and shellfish and crustacean processing establishments; and
  - (b) 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;
  - (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; and
  - (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, Sewerage and Drainage Board Local 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 Health and Compliance may from time to time direct.

**160. Directions**

- (1) The Manager Health and Compliance 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 Division.

**161. Other Duties of Occupier**

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 the occupier.

**Division 3 - Fish Premises**

**162. Interpretation**

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

**"fish premises"** may include a fish processing establishment, fish curing establishment and a shellfish and crustacean processing establishment;

**"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.

### **163. Fish Preparation Room**

- (1) The occupier of a fish premises shall provide a fish preparation room that complies with the requirements of the requirements of Standard 3.2.3 of the Food Standards Code.
- (2) The fish preparation room -
  - (a) shall have a self-closing door;
  - (b) shall have a minimum floor area of 9 square metres;
  - (c) shall be flyproofed and provided with ample light and ventilation.
- (3) 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.
- (4) 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.

### **164. Bench**

The occupier of a fish premises shall provide and maintain on the premises a separate stainless steel bench for the handling of fish.

**165. Disposal of Waste**

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 174 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.

**166. Fish Containers**

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.

**167. Cooking of Fish**

Where cooking of fish is carried out in a fish premises, the occupier shall provide and maintain -

- (a) an exhaust canopy of an approved type;
- (b) an exhaust ventilation system -
  - (i) the point of discharge of which shall be at least 1 metre above the ridge of a pitched roof or 3 metres above a flat roof and shall not be located within 6 metres of an adjoining property or any fresh air intakes; and
  - (ii) which shall discharge in such manner and in such a position that no nuisance is created.

**168. Use of an Approved Portable Box**

The Manager Health and Compliance may permit an approved portable box to be used for the transport or storage of fish.

**169. Fish Transport Vehicle**

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 metal or other approved material;
- (b) all internal surfaces -

- (i) are made of metal or approved non-toxic plastic substance, which may include stainless steel, aluminium, galvanised iron, fibreglass, 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 covered with not less than a 9.5 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 non-toxic 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 non-toxic plastic; and
- (h) the vehicle is in good repair and condition and is thoroughly clean.

#### **Division 4 - Laundries, Dry Cleaning Establishments and Dye Works**

##### **170. Interpretation**

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 fully enclosed machine operating on full cycle;

**"dye works"** means a place where articles are commercially dyed, but does not include the dye works in which provision is made for the discharge of all liquid waste therefrom, into a public sewer;

**"exempt laundry"** means a laundry in respect of which the local government has certified in writing to be exempt from the provisions of this Part;

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

**"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 therefrom into a public sewer; and

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

#### **171. Receiving Depot**

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 Health and Compliance who may at any time by written notice withdraw such permission.

#### **172. Reception Room**

- (1) The occupier of a laundry, dry cleaning establishment or dye works shall -
  - (a) provide 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 Division.

#### **173. Walls and Floors**

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 a 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 constructed of concrete and finished with a smooth impervious surface; 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.

**174. Laundry Floor**

The occupier of a laundry shall provide in front of each washing machine a non-corrosive grating, at least 910 millimetres in width and so constructed as to prevent any person from standing in water on the floor.

**175. Escape of Dust**

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.

**176. Precautions Against Combustion**

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.

**177. Trolleys**

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, non-corrosive, impervious material, devoid of holes, cracks and crevices that is easily cleaned; and
  - (iii) thoroughly cleaned and disinfected on a regular basis.

**178. Sleeping on Premises**

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 - Offences and Penalties**

**179. Penalties**

- (1) A person who contravenes a provision of this local law commits an offence.
- (2) A person who commits an offence under sub-clause (1) is liable to -
  - (a) 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 and subsequent such offence, \$500; and



- (b) 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 Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**APPLICATION FOR REGISTRATION OF A LODGING HOUSE**

To: Chief Executive Officer  
City of Nedlands

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 -

- a lodging house;
- a short term hostel; or
- serviced apartments

(Specify which is to apply)

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**

	Number	Area
Laundries/toilets/bathrooms	.....	.....
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

**Rooms for lodgers**

	Number	Area
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

**Sanitary Conveniences for male lodgers**

Toilets	.....	
Urinals	.....	
Baths	.....	
Showers	.....	
Hand wash basins	.....	

**Sanitary Conveniences for female lodgers**

Toilets	.....	
Baths	.....	
Showers	.....	
Hand wash basins	.....	

**Laundry Facilities**

Washtroughs	.....
Washing machines	.....
Drying cabinets or Clothes lines	.....

**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 Nedlands**

**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

until 31 December ....., on the following conditions:

1. That ....., whose name is entered on the register of keepers of the City of Nedlands, 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 (*Miscellaneous Provisions*) Act and Health Local Law of the City of Nedlands and is not transferable.

Dated .....

.....  
Manager Health and Compliance  
City of Nedlands

Fee received: \$.....

**Schedule 3**

**City of Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**NOTICE OF CHANGE OF OWNER OF A LODGING HOUSE**

To: Chief Executive Officer  
City of Nedlands

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 Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**REGISTER OF LODGERS**

Location of Lodging House: .....

.....

---

Date of Arrival	Name	Previous Address	Signature No.	Room	Date of Departure
--------------------	------	---------------------	------------------	------	----------------------

---

.....

.....

.....

.....

---

**Schedule 5**

**City of Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**LIST OF LODGERS**

TO: The Chief Executive Officer  
City of Nedlands

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

.....  
.....

on the ..... day of .....

(Signed).....  
(Keeper)

Date: .....



**Schedule 6**

**City of Nedlands**

**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 below are not to be occupied by more than the number of lodgers or residents indicated below.

**ROOM NUMBER:**

**MAXIMUM OCCUPANCY:**

Date .....

.....  
Manager Health and Compliance

**Schedule 7**

**City of Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**APPLICATION FOR LICENCE OF A MORGUE**

To: Chief Executive Officer  
City of Nedlands

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 .....

.....  
(Signature of Applicant)

**Schedule 8**

**City of Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**CERTIFICATE OF LICENCE OF A MORGUE**

This is to certify the following premises is licenced as a Morgue from the ..... day of  
..... until  
31st day of December.....

Address of premises:

.....  
.....

Name of premises:

.....

Dated this ..... day of .....

.....  
Manager Health and Compliance  
City of Nedlands

**Schedule 9  
City of Nedlands  
Health (*Miscellaneous Provisions*) Act 1911**

**APPLICATION FOR CONSENT TO ESTABLISH  
AN OFFENSIVE TRADE**

To: Chief Executive Officer  
City of Nedlands

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 Nedlands**

**Health (*Miscellaneous Provisions*) Act 1911**

**APPLICATION FOR REGISTRATION OF PREMISES**

**FOR OFFENSIVE TRADE**

To: Chief Executive Officer  
City of Nedlands

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  
.....

.....  
(Description of Offensive Trade)

under the business name of .....

The prescribed registration fee of \$ \_\_\_\_\_ is  
attached.

\_\_\_\_\_  
(Signature of Applicants/s)

\_\_\_\_\_  
(Date)

**Schedule 11**

**City of Nedlands**

**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 .....

Dated this ..... day of .....

.....  
Manager Health and Compliance  
City of Nedlands

\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2017

The Common Seal of the City of Nedlands was affixed by authority of a resolution of the Council in the presence of:

\_\_\_\_\_

**Mayor**  
MAX HIPKINS

\_\_\_\_\_

**CHIEF EXECUTIVE OFFICER**  
GREG TREVASKIS





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**Health (Miscellaneous Provisions) Act 1911  
Local Government Act 1995**

**City of Nedlands**

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**Health Local Law 2017**

Under the powers conferred by section 342 of the *Health (Miscellaneous Provisions) Act 1911*, subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Nedlands resolved on **[DATE]** to make the following local law.

Under the powers conferred on it by the *Health Act 1911* and the *Local Government Act 1995* and under all other enabling powers, the Council of the City of Nedlands resolved on **[insert date]** to make the following local law.

**Health (Miscellaneous Provisions) Act 1911  
Local Government Act 1995**

**City of Nedlands**

**Health Local Law 2017**

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Schedules

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## SCHEDULES OF FORMS AND FEES

<u>Schedule Number</u>	<u>Description</u>
<del>1.</del>	<del>Application for Licence as Itinerant Food Vendor.</del>
<del>2.</del>	<del>Licence as Itinerant Food Vendor.</del>
<del>13.</del>	Application for Registration of a Lodging House.
<del>24.</del>	Certificate of Registration of a Lodging House.
<del>35.</del>	Notice of Change of Owner of a Lodging House.
<del>46.</del>	Register of Lodgers.
<del>57.</del>	List of Lodgers.
<del>68.</del>	Certificate of Sleeping Accommodation for a Lodging House.
<del>79.</del>	Application for Licence of a Morgue.
<del>840.</del>	Certificate of Licence of a Morgue.
<del>941.</del>	Application for Consent to Establish an Offensive Trade.
<del>102.</del>	Application for Registration of Premises for Offensive Trade.
<del>113.</del>	Certificate of Registration of Premises for Offensive Trade.
<del>14.</del>	<del>Prescribed Fees.</del>

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## Part 1 - Preliminary

### 1.1. Citation

~~These~~ ~~This~~ ~~Local~~ ~~Laws~~ may be cited as "The City of Nedlands Health Local Laws 2017".

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### 1.2 Commencement

~~This~~ local law commences 14 days after the day on which it is published in the Government Gazette.

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### 1.2 Application

~~This~~ local law applies throughout the district.

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### 1.4.2. Repeal

~~The~~ City of Nedlands Health Local Laws - 1997, adopted by the City of Nedlands on ~~11 June 1964~~ 25 November 1997, and published in the Government Gazette on ~~3-September 1964~~ 9 February 1998, and amended from time to time, are repealed."

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### 1.5.3. Interpretation

(1) In ~~these~~ ~~this~~ ~~Local~~ ~~Laws~~ unless the context otherwise requires

"Act" means the Health (Miscellaneous Provisions) Act 1911 ~~and includes subsidiary legislation made under the Health 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 Health Services of the City of Nedlands ~~local government~~;

"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 testing on building materials, components and structures – Tests for flammability of materials";

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"AS 1668.2: 2002" means the standard published by the Standards Association of Australia as AS 1668.2: 2002 and called "The use of ventilation and air-conditioning in buildings – Ventilation design for indoor air contaminant control";

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"AS 2001.5.4: 2005" means the standard published by the Standards Association of Australia as AS 2001.5.4: 2005 and called "Methods of tests for textiles Dimensional change-Domestic washing and drying procedures for textile testing (ISO 6330:2000, MOD)";

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"AS/NZS 1530.3: 1999" means the standard published by the Standards Association of Australia as AS/NZS 1530.3: 1999 and called "Methods for fire tests

on building materials, components and structure-Simultaneous determination of ignitability, flame propagation, heat release and smoke release".

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"AS/NZS 3666.2: 2002" means the standard published by the Standards Association of Australia as AS/NZS 3666.2: 2002 and called "Air-handling and water systems of buildings-Microbial Control-Operation and maintenance".

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**"Building Code"** means the Building Code of Australia as adopted by the Building Regulations 1989 made under the Local Government (Miscellaneous Provisions) Act 1960 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;

**"CEO"** means the Chief Executive Officer of the City of Nedlands and includes an Acting Chief Executive Officer;

**"Council"** means the Council of the City of Nedlands;

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**"district"** means the district of the City of Nedlands local government and includes any area placed under the jurisdiction of the Council local government pursuant to Section 22 of the Act;

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**"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 Council local government under the Act and includes an Acting Environmental Health Officer;

"fire authority" means the Fire and Emergency Services Authority of Western Australia, Fire and Emergency Services of WA, or the Department of Fire and Emergency Services;

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"Food Standards Code" means the Australian New Zealand Food Standards Code as defined in the Commonwealth Food Standards Australia New Zealand Act 1991;

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

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(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;

"Local Government" means the City of Nedlands;

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

**"Manager Health Services and Compliance"** means an Environmental Health Officer appointed by the Council to the office of Manager Health Services and includes an Acting Manager Health Services; authorised officer appointed by the

[local government to perform the duties and functions of the office of Manager Health and Compliance and includes an Acting Manager Health and Compliance:](#)

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**"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, nightsoil, 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 ~~Council~~[the 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;

"vector of disease" means an arthropod or rodent that can transmit, 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;

"water" means drinking water within the meaning of the Australian Drinking Water Guidelines ~~1987 as published by the National Health and Medical Research Council~~[as published by the National Health and Medical Research Council in 2011, and as amended from time to time](#); and

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"window" means a glass panel, roof light, glass brick, glass louvre, 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 this 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.

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(3) Where under ~~these this 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.

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## Part 2 - Sanitation

### Division 1 – Sanitary Conveniences

#### 4. Interpretation

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

#### 5. Dwelling House

- (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.

#### 6. Premises other than a Dwelling House

- (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 local law](#) ~~these Local Laws~~ 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;

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- (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~~hand wash basin.

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## 7. Outdoor Festivals

- ~~(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-section (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 Health Services.~~

(1) The organiser of an outdoor festival shall provide sanitary conveniences in accordance with the recommendations contained within the Department of Health document Guidelines for Concerts, Events and Organised Gatherings.

(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 Manager Health and Compliance may vary the requirements of sub-clause (1) upon the written request of the organiser.

## **8. Toilets**

- (1) Toilets on premises shall be maintained in accordance with the following requirements -
  - (a) the door to a toilet, other than an internal toilet, shall be properly screened to a continuous height of 1.8 metres from the floor;

- (b) a toilet or its entrance which is visible from overlooking windows shall be properly screened;
  - (c) the floor of any internal toilet shall be -
    - (i) of concrete or of other approved impervious material of an approved thickness; and
    - (ii) graded to a floor waste outlet and proper discharge pipe with flap valve fitted and, where necessary, protected by an approved sump; and
  - (d) the floor of any external toilet shall be -
    - (i) of concrete or of other approved impervious material of an approved thickness; and
    - (ii) graded to the door or alternatively an approved outlet.
- (2) Toilets on premises other than a dwelling house shall be maintained in accordance with the following additional requirements -
- (a) a toilet for the exclusive use of males shall not adjoin any toilet for the exclusive use of females unless the toilets are separated by a wall extending from floor to ceiling and of sufficient density to blanket sound; and
  - (b) where more than one toilet is provided on the premises, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

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## 9. Temporary Works

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 Health Services and Compliance, and ensure the site is left clean.

## 10. Maintenance of Sanitary Conveniences and Fittings

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- (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.

#### 11. Ventilation of Toilet

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

- (a) mechanically ventilated to external air, through a fully enclosed duct at a minimum rate of 25 litres per second per fixture, but in no case less than 10 air changes per hour; or
- (b) naturally ventilated to the external air by the provision of -
  - (i) fixed and permanently ventilated windows or skylights;
  - (ii) fixed glazed louvred windows; or
  - (iii) wall or ceiling vents, ducted as directly to the outside air as is practical and boxed throughout,

situated in both the room in which the toilet is located and any adjacent airlock.

(2) A mechanical ventilation system provided under sub-~~section-clause~~ (1)(a) shall -

- (a) be separate and distinct from any other system of mechanical ventilation in the building;
- (b) be of an exhaust type;
- (c) where it is provided for a building of more than 2 storeys, shall have a ventilating fan and power unit in duplicate; and
- (d) be maintained in good working order and condition.

(3) A natural ventilation system provided under sub-~~section-clause~~ (1)(b) shall have -

- (a) a clear ventilation area of not less than 0.015 square metres per fixture; and
- (b) a window of light transmitting area equivalent to not less than ten percent of the floor area.

- (4) A toilet with an entrance opening from -
- (a) a room used for the manufacture, storage or consumption of food,
  - (b) a room used for sleeping or other domestic activities; or
  - (c) a room used as a work place,
- shall be mechanically ventilated as required by sub-section clause (1)(a) and the entrance shall be fitted with a door having an efficient self closing device.

## 12. Public Sanitary Conveniences

- (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.

## 13. Lighting

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.

## 14. Installation

- (1) Every sanitary convenience shall be installed in accordance with the requirements of the *Metropolitan Water Supply Sewerage and Drainage Act 1909 (as amended)* 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.*

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## Division 2 - Bathroom, Laundries and Kitchens

### 15. Bathrooms

- (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*; and
  - (c) is equipped with -
    - (i) a ~~wash hand~~hand wash basin; and
    - (ii) either a shower in a shower recess or a bath.
- (2) The floor of the bathroom referred to in sub-~~section~~clause (1) shall be -
- (a) of concrete or of other approved impervious material of an approved thickness;
  - (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 basin~~hand wash basins and similar fittings shall be provided with an adequate supply of hot and cold water.

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## 16. Laundries

- (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 minimum floor area of 3 square metres and is constructed of concrete or other approved impervious material of an approved thickness and the minimum width of the room shall be not less than 1.5 metres;
  - (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 an approved 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-~~section~~clause (1) shall have -
- (a) either -



- (i) two wash troughs and one copper; 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 not less than 20 metres of clothes line erected externally.
- (3) All wash troughs, sinks, ~~coppers~~ and washing machines shall be -
- (a) in a laundry and connected to an adequate supply of hot and cold water; and
  - (b) properly supported,
- and all wash troughs and sinks shall have a capacity of at least 36 litres.
- (4) Sole or multiple occupancy units, each being a separate dwelling, shall have -
- (a) laundry facilities, in accordance with the Building Code, for the exclusive use of the occupants of each unit; or
  - (b) a separate laundry, with communal laundry facilities in accordance with the Building Code, for up to 4 sole occupancy units that do not have their own laundry facilities.
- (5) 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.
- (6) 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.

#### **17. Washing or Keeping of Clothes in Kitchens**

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.

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## 18. Kitchens

- (1) [In-For the purpose of this SectionDivision](#), a "cooking facility" includes a stove, oven, facility or appliance used for or in connection with the cooking of food.
- (2) 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 stove approved by the Manager Health [Servicesand Compliance](#);
  - (b) an oven with a capacity of not less than 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.
- (3) 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.
- (4) A cooking facility shall -
  - (a) be installed in accordance with the requirements of the [Office of Energyelectricity and gas technical and safety legislation](#); and
  - (b) not be installed or used in any room other than a kitchen.
- (5) Mechanical extraction shall be provided in a kitchen and the exhaust air shall be -
  - (a) carried to the outside air as directly as practicable; and
  - (b) boxed throughout, or
  - (c) filtered by an approved recirculating filter device.

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## Part 3 - Housing and General

### Division 1 - Maintenance of Houses

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#### 19. Dwelling House Maintenance

The owner or occupier of a dwelling house 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 downpipes 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 and level in surface and free from cracks and gaps;
- (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 electricity and gas technical and safety legislation](#).

#### 20. Guttering and Downpipes

The owner of a house shall not use or occupy, or permit to be used or occupied, a house unless -

- (a) the house is provided with adequate guttering, downpipes and drains sufficient to receive without overflow all rain water flowing into them and for all

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rain water to be effectively disposed of to the satisfaction of the Manager Health [Services and Compliance](#);

- (b) the guttering and downpipes are fixed to the eaves of every roof of the house so that all rain water flowing from the roof shall be received by such guttering and downpipes;
- (c) all downpipes from guttering are connected so as to discharge into drains, which shall empty into a soak well, or other suitable storm water scheme;
- (d) each soak well is located at least 1.8 metres from any building and at least 1.8 metres from the boundary of the block; and
- (e) any rain water from any downpipe is not discharged onto any unpaved surface of land within 1.5 metres of any house.

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#### 21. Maintenance of Guttering and Downpipes and Disposal of Rain Water

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The owner or occupier of a house shall -

- (a) maintain all guttering, downpipes and drains on the premises in a good state of repair, clean and free from obstruction; and
- (b) not permit any rain water from the premises to discharge onto or over a footpath, street or other property.

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### Division 2 - Ventilation of Houses

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#### 22. Exemption for Short Term Hostels

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This Division shall not apply to short term hostels referred to in Division 2 of Part 89.

#### 23. Overcrowding

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.

#### 24. Calculate Sufficient Space

For the purpose of [Section 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.

## 25. Ventilation

- (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-~~section 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-~~2002~~.
- (3) The owner of a house provided with mechanical ventilation or an air-conditioning system shall ensure that the system is -
  - (a) maintained in good working condition and in accordance with AS/~~NZS3666-1989,2: 2002~~; and
  - (b) in use at all times the building is occupied.
- (4) If, in the opinion of the Manager Health ~~Services and Compliance~~, a house is not properly ventilated, the ~~Council 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-~~section clause~~ (4).

## 26. Sub-Floor Ventilation

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

### 27. Water Supply

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- (1) The owner of a house shall ensure that it is connected with a separate and independent water supply from the mains of the licensed Water Service Operator or a water supply to the satisfaction of [Councilthe 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.

#### **28. Rain Water Tanks**

The owner or occupier of a house for which part of the water supply is drawn from a rain water tank shall -

- (a) maintain in a clean condition and free from hazardous material -
  - (i) the roof forming the catchment for the tank; and
  - (ii) the guttering and downpipes appurtenant to the roof;
- (b) ensure that each rain water 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.

#### **29. Wells**

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; and
- (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

#### **30. Pollution**

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 - Secondhand Furniture, Bedding and Clothing**

#### **31. Prohibition of Sale**

A person shall not offer for sale or sell any secondhand furniture, bedding or clothing which is filthy or infested with vectors of disease.

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### 32. Prohibition of Possession

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

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### Division 5 – Morgues

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### 33. Application and Licensing of Morgues

- (1) All morgues, other than police ~~or~~ public hospital ~~morgues, or Council morgues~~ are required to be licenced.
- (2) An application for a licence of a morgue shall be -
  - (a) made by the applicant;
  - (b) made in the form prescribed in Schedule ~~79~~; and
  - (c) forwarded to the Chief Executive Officer with the fee as fixed by the local government in accordance with Section 6.16 of the Local Government Act 1995~~prescribed in Schedule 14~~.
- (3) The annual fee for a licence for a place for the temporary reception and keeping of the bodies of the dead awaiting burial or cremation ~~is is fixed by the local government in accordance with Section 6.16 of the Local Government Act 1995~~~~prescribed in Schedule 14~~.
- (4) A licence shall -
  - (a) be in the form set out in Schedule ~~108~~; and
  - (b) expire on 30 June next after the date of its issue.
- (5) 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.

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### Part 4 - Refuse

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## Part 4 – Waste food and Refuse

### Division 1 – Liquid Refuse

#### 34. Interpretation

— In this division, unless the context otherwise requires –

— "~~liquid refuse~~" includes ~~swimming pool discharges, all washings from windows, vehicles and carpet cleaning, 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 carrier licensed under the *Environmental Protection (Liquid Waste) Regulations 1996*.~~

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#### 35. Deposit of Liquid Refuse

— A person shall not deposit or cause or permit to be deposited ~~liquid refuse or liquid waste –~~

— (a) — on a street;

— (b) — in a stormwater disposal system; or

— (c) — on any land or place other than a place or depot duly authorised for that purpose.

#### 36. Disposal of Liquid Waste

— (1) — The owner or occupier of premises shall –

— (a) — provide, one of the methods prescribed in this Section, 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.

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- ~~(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 and the Council;~~
- ~~(c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director, Public Health.~~

~~37. Approval for Septic Tank Pumpouts~~

~~A person shall not, unless he or she is a licensed carrier, collect, remove or dispose of the contents of a septic tank, the pumpouts from holding tanks or an apparatus for the treatment of sewage.~~

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**Division 12 – Disposal of Refuse Enclosures and Burning**

**348. Interpretation**

In this Division, unless the context otherwise requires -

**"approved enclosure"** means an enclosure for the storage of receptacles which complies with Section clause 4435;

**"collection day"** means the day of the week on which rubbish and refuse is collected and removed by the Council 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 Council or its contractor;

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

**"domestic waste"** means refuse and other rubbish generated by or emanating from residential premises and includes house refuse;

**"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;

**"receptacle"** means a polyethylene cart fitted with wheels, a handle and a lid and of a capacity of 120 litres or 240 litres supplied by the Council or its contractor or other type of receptacle specified or approved by the Council;

**"refuse disposal site"** means land set apart under the Act as a site for the disposal of rubbish or refuse;

**"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;

**"street"** includes -

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~~\_\_\_\_\_ 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;~~

~~\_\_\_\_\_ "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; and~~

~~\_\_\_\_\_ "waste" means commercial waste or domestic waste or both as the context requires.~~

~~39 \_\_\_\_\_ Prescribed area – Section 112A.~~

~~\_\_\_\_\_ The whole of the district of the City of Nedlands is hereto prescribed as the area within which the provisions of Section 112A of the Act shall operate and have effect.~~

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#### 40. Receptacles

~~(1) 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 24 hour period before and after collection time, keep the receptacle on the premises and located~~

~~(i) behind the street alignment and so as not to be visible from a street or public place; or~~

~~(ii) in such other position as is approved by the Manager Health Services;~~

~~(c) on each collection day at or prior to 6.00am place the receptacle out in the street in a position where it is visible from the carriageway of the street or the right of way or lane and is accessible, but does not obstruct a street, right of way, thoroughfare, lane, footpath, cycleway or other carriageway or placed in such other position as is approved by the Manager Health Services;~~

~~(d) if the receptacle is lost, stolen, damaged or defective, notify the Council within 7 days after the event;~~

~~(e) ensure that the premises is provided with an adequate number of receptacles; and~~

~~(2) A receptacle supplied by the Council or its contractor remains the property of the Council or its contractor as the case may be.~~

#### 41. Exemption

~~(1) An owner or occupier of premises may apply in writing to the Council for an exemption from compliance with the requirements of subsections 40(1)(b) or (c).~~

~~(2) The Council may grant or refuse, with or without conditions, an application for exemption from compliance under this Section.~~

~~(3) An exemption granted under this Section shall state~~

~~(a) the premises to which the exemption applies;~~

~~(b) the period during which the exemption applies; and~~

~~(c) any conditions imposed by the Council.~~

~~(4) An exemption granted under this Section shall cease to apply if and when the person to whom it is granted fails to comply with a condition of the exemption.~~

#### 42. Use of Receptacles

~~An owner or occupier of premises shall~~

~~(a) not deposit or permit to be deposited in a receptacle~~

~~(i) more than 70 kilograms of rubbish or refuse;~~

~~(ii) hot or burning ash;~~

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- ~~\_\_\_\_\_ (iii) — oil, motor spirit or other flammable liquid;~~
- ~~\_\_\_\_\_ (iv) — 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, nightsoil, 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;~~

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~~(b) unless authorised by the Manager Health Services, 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~~

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~~(ii) the emission of offensive and noxious odours from the receptacle; and~~

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~~(f) ensure that the receptacle does not cause a nuisance to the occupiers of adjoining premises.~~

#### 43. ~~Damage to Receptacles~~

~~A person other than the Council or its contractor, shall not~~

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~~(a) damage, destroy or interfere with a receptacle; or~~

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~~(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 Council or its contractor.~~

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#### 44. ~~Use of Other Containers~~

~~(1) In the case of premises consisting of more than 3 dwellings, any premises used for commercial or industrial purposes or as a food premises, the Manager Health Services may authorise rubbish or refuse to be deposited in a container other than a receptacle.~~

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~~(2) The owner or occupier of premises who is authorised under this Section to deposit rubbish or refuse in a container shall -~~

~~(a) unless approved by the Manager Health Services not deposit or permit to be deposited in the container anything specified in subsections 42(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 Health Services;~~

~~(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 a 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 to identify the premises it serves;~~

~~(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 provided 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.~~

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#### 4535. Suitable Enclosure

(1) An owner or occupier of premises -

(a) consisting of more than 3 dwellings; or

(b) used for commercial, industrial purposes, or as a food premises;

shall if required by the Manager Health ~~Services and Compliance~~, 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 ~~Section~~ Division shall keep the enclosure thoroughly clean and disinfected.

(3) For the purposes of this ~~Section~~ Division, 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 Health and Compliance~~ Manager Health Services;

(b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other material of suitable thickness approved by the ~~Manager Health and Compliance~~ Manager Health Services;

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- (c) having walls not less than 1.8 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 receptacles;
- (f) provided with a ramp into the enclosure having a gradient no steeper than 1:8 unless otherwise approved by the [Manager Health and Compliance](#)~~Manager Health Services~~; and
- (g) provided with a tap connected to an adequate supply of water: ~~and~~
- (h) provided with an adequate roof if required by the [Manager Health and Compliance](#)~~Manager Health Services~~.

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**46. Deposit of Refuse**

~~A person shall not deposit or cause or permit to be deposited any rubbish or refuse in or on any street or on any land other than a refuse disposal site.~~

**47. Removal of Rubbish from Premises or Receptacle**

~~(1) A person shall not remove any rubbish or refuse from premises unless that person is -~~

~~(a) the owner or occupier of the premises;~~

~~(b) authorised to do so by the owner or occupier of the premises; or~~

~~(c) authorised in writing to do so by the Council.~~

~~(2) A person shall not, without the approval of the Council or the owner of a receptacle, remove any rubbish or refuse from the receptacle or other container provided for the use of the general public in a public place.~~

**3648. Burning Rubbish or Refuse**

(1) A person shall not -

~~(a) without the written approval of the [Manager Health and Compliance](#) ~~Manager Health Services~~; 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 -

~~(i) in any incinerator; or~~

~~(ii) on the ground.~~

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(2) Subject to sub-section clause (3), an approval of the [Manager Health and Compliance Manager Health Services](#) is issued subject to the following conditions -

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(a) the material to be burnt -

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(i) does not include any plastic, rubber, food scraps, green garden cuttings or other material which may become offensive when burnt; or

(ii) is of such quantity, or of such a nature, as not to be suitable for removal by the [Council's local government's](#) refuse collection service;

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(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 10.00am to 3.00pm;

(d) an incinerator must meet the minimum standards specified in A.S.1875-1976; and

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(e) an incinerator unit used for fire must be located-

(i) at least 3 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.

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(3) Subject to the Fire Rules of the Metropolitan Fire District for the current season issued by the [Department of Fire and Emergency Services](#) ~~Western Australian Fire Brigades Board~~, the [Manager Health and Compliance Manager Health 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.

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#### 49 Building Sites

(1) In this Section:

**"building site"** means a premises on which building, construction or demolition work is in progress.

**"occupier"** includes the owner, occupier, or person holding a building licence or demolition permit for the building site, or person having control of the building site.

**"person"** includes persons, a firm or corporation.

(2) An occupier of the building site shall:

(a) provide and maintain on that site a rubbish receptacle or receptacles approved by the Manager Health Services and adequate to contain all rubbish at the site;

(b) ensure that all rubbish at the site is promptly placed in the receptacle and that the site and adjacent street verge is kept free of loose rubbish, litter and offensive material;

(c) prevent rubbish from being blown off the site by wind;

(d) ensure that any receptacle used for putrescible rubbish is inaccessible to animal and arthropod vectors of disease and emptied at least once per week.

### Division 23 - Transport of Butchers' Waste

#### 3750. Interpretation

In this Division, unless the context otherwise requires -

"**butchers' waste**" includes animal skeletons, rib cages and the products of a slaughter house or boning room.

#### 3854. Restriction of Vehicles

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.

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**3952. Transport of Butchers Waste**

- (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 sheet metal and the walls to be not less than 910 millimetres high;
    - (ii) all joints to be welded, soldered or brazed and made water-tight;
    - (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 a tarpaulin or other impervious sheet material approved by the Manager Health [Services and Compliance](#), carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or
  - (b) a water-tight metal 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 [Section Part](#), 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**

**4053. Interpretation**

In this Division, unless the context otherwise requires -  
"fertiliser" includes manure.

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**4154. Footpaths etc, to be kept clean**

An owner or occupier of premises shall ~~maintain-keep in a clean condition any footpath, pavement, area or right of way immediately adjacent to the premises-any footpath, pavement, area or right of way immediately adjacent to the premises clear~~ of rubbish, matter or other things coming from or belonging to the premises.

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**4255. Escape of Smoke etc.**

(1) ~~Subject to sub-section (2), 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-section (1) does not apply to smoke from the chimney of a private dwelling house.~~

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.

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**4356. Public Vehicles to be kept clean**

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.

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**4457. Prohibition against Spitting**

A person shall not spit -

- ~~(a) on a footpath, street or public place, or~~
- ~~(b) in a train, bus or other public transport.~~

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**4558. Transportation, Use and Storage of Offal, Blood, or other Offensive Matter**

- (1) 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.
- (2) No person shall remove any offensive matter unless such offensive matter is carried in watertight barrels or tanks securely covered to prevent the escape of any of the contents thereof, or the emission of any offensive odour there from.
- (3) Every person using any tank or barrel or vehicle in the removal of any offensive matter shall keep such tank, barrel or vehicle and every vehicle used for the carriage or removal of any such matter as aforesaid in a thoroughly clean condition and in good repair.

**4659. Use or Storage of Fertiliser**

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.

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**4760. Storage and Dispatch of Artificial Fertiliser**

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.

**4861. Storage of Fertiliser in a House**

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 Health [Services and Compliance](#).

**4962. Vehicles Used for Transporting of Animals and Birds**

Unless transporting a pet animal or bird-

- (1) No person having the control or management of any vehicle in which animals or birds are being or have been transported or confined shall allow such vehicle to stand within the [City of Nedlands district](#) until the floor of such vehicle has been cleaned.
- (2) A person having the control or management of any vehicle in which any animals or birds have been transported or confined shall immediately upon the removal of any animals or birds cause such vehicle to be cleaned to the satisfaction of an Environmental Health Officer.

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## Division 2 - Keeping of Animals

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### 50. Interpretation

In this Division, unless the context otherwise requires -

"small animal" includes rabbits, ferrets, guinea pigs and other domestic rodents kept as pets.

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### 5163. Cleanliness

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.

### 5264. Animal Enclosures

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- (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 Health Services and Compliance, 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.
- (3) ~~(a)~~ <sup>(4)</sup> If a structure or enclosure is used for the keeping of animals contrary to the provisions of this division, the Manager Health Services and Compliance may direct the owner or occupier to remove it.

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- ~~(b)~~ <sup>(4)</sup> An owner or occupier shall comply with a direction from the Manager Health Services and Compliance under this Section Division.

### 5365. Cats

- (1) Subject to sub-section clause (6), a person shall not, without an exemption in writing from the Council local government, keep more than 33 cats over the ages of 33 months on any premises within the district.
- (2) An owner or occupier of premises may apply in writing to the Council local government for exemption from the requirements of sub-section clause (1).
- (3) The Council local government shall not grant an exemption under this Section Division unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.

- (4) An exemption granted under this [Section-Division](#) shall specify -
- (a) the owner or occupier to whom the exemption applies;
  - (b) the premises to which the exemption applies; and
  - (c) the maximum number of cats which may be kept on the premises.
- (5) A person who is granted exemption under this [Section-Division](#) may be required by [Council-the local government](#) to:
- (a) provide for each cat kept at or on the premises a properly constructed shelter with an enclosure complying with the following-
    - (i) each shelter shall have a floor area of not less than 0.5 square metres for each cat over the age of [33](#) months kept or to be kept therein; and
    - (ii) the area of the enclosure appurtenant to each shelter shall be not less than [33](#) times the area of the shelter:
  - (b) a shelter or an enclosure shall be situated at a distance of not less than-
    - (i) [two2](#) metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;
    - (ii) 10 metres from any dwelling, church schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption;
  - (c) keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.
- (6) A person may keep more than [33](#) cats on premises used for veterinary purposes, [cat management facility](#), or as a pet shop.

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#### **54. Keeping of Small Animals**

- (1) Subject to sub-clause (4), a person shall not, without an exemption in writing from the local government, keep more than 12 small animals over the ages of 3 months on any residential lot within the district.
- (2) An owner or occupier of premises may apply in writing to the local government for exemption from the requirements of sub-clause (1).
- (3) The local government shall not grant an exemption under this Division unless it is satisfied that the number of small animals to be kept will not be a nuisance or injurious or dangerous to health.
- (4) A person may keep more than 12 small animals on premises used for veterinary purposes or as a pet shop.
- (5) A person who keeps a small animal or permits a small animal to be kept must not permit that small animal to stray or to be at large in a street, public place or upon private property without the consent of the property owner.
- (6) A person who keeps a small animal or permits a small animal to be kept must ensure that the small animal is kept in a properly constructed and securely fastened structure or enclosure.

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#### **5566. Slaughter of Animals**

- (1) Subject to sub-~~section-clause~~ (2), a person shall not slaughter any animal within the district.
- (2) Sub-~~section-clause~~ (1) does not apply to euthanasia of animals by veterinarians or other duly authorised persons.

#### **5667. Disposal of Dead Animals**

- (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**

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#### **5768. Interpretation**

In this Division, unless the context otherwise requires -

"**approved animal**" means a horse, cow or large animal the subject of an approval by Council the local government under Section-clause 69;

"**cow**" includes an ox, calf or bull;

"**horse**" includes an ass, mule, donkey or pony; and

"**Large animal**" includes a cow, horse, pig, sheep, goat, deer, camel, llama, emu, ostrich, kangaroo and the like.

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"**stable**" means a building for the keeping, care and feeding of a horse, cow or other large animal.

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"**stall**" means a single compartment for one horse in a stable.

**5869. Stables**

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- (1) An owner or occupier of premises shall not keep a horse, cow or large animal on those premises without the written approval of the [Council/local government](#).
- (2) An owner or occupier of premises who has approval to keep a horse, cow or large animal shall provide for its use a stable which shall -
  - (a) not be situated within 15 metres of a house or other premises;
  - (b) have a proper separate stall -
    - (i) for each horse or cow; and
    - (ii) the floor area of which shall be a minimum of 6 square metres;
  - (c) have each wall and roof constructed of an impervious material;
  - (d) have on all sides of the building between the wall and the roof a clear opening of at least 150 millimetres in height;
  - (e) have a floor, the upper surface of which shall -
    - (i) be raised at least 75 millimetres above the surface of the ground;
    - (ii) be constructed of cement, concrete or other similar impervious materials; and
    - (iii) have a fall of 1 in 100 to a drain which shall empty into a trapped gully situated outside the stable and shall discharge in a manner approved by the Manager Health [Services and Compliance](#).
- (3) The owner or occupier of premises on which a stable is located shall -
  - (a) maintain the stable in a clean condition and clean, wash and disinfect it when so directed by an Environmental Health Officer;
  - (b) keep all parts of the stable so far as possible free from flies or other vectors of disease by spraying with a residual insecticide or other effective means; and
  - (c) when so ordered by the Manager Health [Services and Compliance](#), spray the stable, or such parts as may be directed, with a residual insecticide.

**5970. Proximity of Animals to a Dwelling House**

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The owner or occupier of premises shall not permit an approved animal to approach within 15 metres of a dwelling house or food premises.

**6074. Manure Receptacle**

An owner or occupier of premises on which an approved animal is kept shall -

- (a) provide in a position convenient to the stable, a receptacle for manure, constructed of smooth, impervious, durable, easily cleansed material, provided with a tight-fitting hinged cover, and with no part of the floor lower than the surface of the adjoining ground;
- (b) keep the lid of the receptacle closed except when manure is being deposited or removed;
- (c) cause the receptacle to be emptied at least once a week and as often as may be necessary to prevent it becoming offensive or a breeding place for flies or other vectors of disease;
- (d) keep the receptacle so far as possible free from flies or other vectors of disease by spraying with a residual insecticide or other effective means; and
- (e) cause all manure produced on the premises to be collected daily and placed in the receptacle.

**Division 4 - Keeping of Poultry, Pigeons and Miscellaneous Birds**

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**6172. Interpretation**

In this Division, unless the context otherwise requires -

"**Affiliated Person**" means a person who is a member of -

- (a) the Pigeon Racing Federation of Western Australia;
- (b) the Fancy Utility Pigeon Club of Western Australia;
- (c) the Southern Districts Pigeon and Bantam Club; or
- (d) any other properly constituted Pigeon Club.

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"**poultry**" includes fowls, ducks and other domestic fowls; and

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"**miscellaneous birds**" includes all birds other than poultry and registered homing or racing pigeons.

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**6273. Limitation on Numbers of Poultry and Pigeons**

An owner or occupier of premises-

- (a) who is not an Affiliated Person, shall not keep a combined total of more than 12 poultry and pigeons; and
- (b) who is an Affiliated Person, shall not keep a total of more than 50 pigeons and 12 poultry.

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**6374. Limitations on Numbers of Miscellaneous Birds**

An owner or occupier of premises-

- (a) an owner or occupier shall not keep more than 20 miscellaneous birds on any premises within the district;
  - (b) ~~subsection-sub-clause~~ (a) does not apply to premises used for veterinary purposes or as a pet shop;
- on any one lot of land.

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#### 6475. Conditions for Keeping Poultry

A person who keeps poultry or permits poultry to be kept shall ensure that-

- (a) no poultry ~~is-are~~ able to approach within 10 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;
- (b) all poultry ~~is-are~~ kept in a properly constructed and securely fastened structure or enclosure which is provided with a concrete floor trowelled to a smooth finish and laid with a fall of 1 in 50 to the front;
- (c) the structure or enclosure is in a yard having an otherwise unobstructed area of at least 30 square metres;
- (d) no poultry ~~is-are~~ able to approach within 18 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, ~~Council-the local government~~ has approved a lesser distance;
- (e) all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with in a way as directed by an Environmental Health Officer; and
- (f) no poultry enclosure shall be nearer than 1 metre from any property boundary;

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#### 6576. Roosters, Geese, Turkeys and Peafowls

- (1) An occupier of premises shall not, without the written approval of the ~~Council~~local government, keep or permit to be kept on those premises any one or more of the following-
  - (a) a rooster;
  - (b) a goose or gander;
  - (c) a turkey; ~~or~~
  - (d) a peacock or peahen.
- (2) The ~~Council~~local government may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in sub-~~section-clause~~ (1).
- (3) A person who has been granted approval under this ~~Section-Division~~ to keep a bird may keep the bird on the premises only while he is the occupier thereof.
- (4) The ~~Council~~local government may revoke an approval granted under this ~~Section-Division~~ if it is of the opinion that the keeping of the birds specified in

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the approval is causing a nuisance or is injurious, offensive or dangerous to health.

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#### **6677. Pigeons or Doves**

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A person who keeps, or permits to be kept, pigeons or doves shall ensure that -

- (a) none is able to approach within 10 metres of a dwelling, public building or food premises; and
- (b) except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that -
  - (i) does not exceed 3.6 metres in height from the ground;
  - (ii) is in a yard having an otherwise unobstructed area of at least 30 square metres;
  - (iii) is provided with a concrete floor trowelled to a smooth finish and laid with a fall of 1 in 50 to the front; and
  - (iv) is not nearer than 1 metre from any boundary.

#### **67.78 Restrictions on Feeding of Birds**

A person shall not feed a pigeon or other bird, so as to cause a nuisance or be injurious or dangerous to health.

#### **6879. Removal of Non-Conforming Structure or Enclosure**

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- (1) If a structure or enclosure is used for the keeping of poultry or of pigeons or doves contrary to the provisions of [Section clauses 75 or 77](#), the Manager Health [Services and Compliance](#) may direct the owner or occupier to remove it.
- (2) An owner or occupier shall comply with a direction from the Manager Health [Services and Compliance](#) under this [sectionDivision](#).

#### **6980. Restrictions on Pigeon Nesting or Perching**

- (1) The [Council-local government](#) may order an owner or occupier of a house 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 the [Council-local government](#) order under this [SectionDivision](#).

### **Division 5 – Car Parks**

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#### **7084. Interpretation**

In this Division, unless the context otherwise requires -

"**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.

#### **7182. Ventilation**

- (1) A person shall not use or occupy, or permit to be used or occupy, a car park unless it is ventilated by either -
  - (a) natural ventilation; or
  - (b) mechanical means;in accordance with AS1668.2-~~1991~~2002.
- (2) If, in the opinion of the Manager Health ~~Services and Compliance~~, a car park is not properly ventilated, the ~~Council~~ 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-~~section clause~~ (2).

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#### **7283. Exhaust Air Discharge Points and Exhaust Registers**

An owner or occupier shall ensure that -

- (a) all exhaust air that is discharged from a car park shall be discharged ~~at points-~~
  - (i) ~~at discharge points which are constructed in accordance with AS1668.2-2002;~~  
~~(a) in accordance with AS1668.2-1991; and~~  
~~(b) located so that the hourly average exhaust flow rate is not reduced below the minimum requirement of AS1668.2-1991;~~
    - (ii) ~~at a velocity and in a direction so as not to be a danger to health or a nuisance~~ located so that the hourly average exhaust flow rate is not reduced below the minimum requirement of AS1668.2-2002; and
    - (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 as far as possible from the source of supply air;

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- (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.

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## Part 6 – Pest Control

### Division 1 – Flies

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#### 7384. Interpretation

In this Division, unless the context otherwise requires -

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

#### 7485. Fly breeding matter not to be left on Premises unless Covered or Treated

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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.

#### 7586. Measures to be taken by an Occupier

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An owner or occupier of premises shall take reasonable steps to ensure that -

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- (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.

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#### <sup>76</sup>~~87~~. Officer may give Notice directing measures to be Taken

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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.

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**7788. Council-Local Government may Execute Work and Recover Costs**

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- (1) Where -
  - (a) a person is required under this Division or directed by a notice given under Section-clause 87, to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,
    - \_\_\_\_\_ the Council-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~~ this ~~local~~ laws.
- (2) The costs and expenses incurred by the Council-local government in the execution of a power under sub-~~section-clause~~ (1) may be recovered in a court of competent jurisdiction from the person referred to in sub-~~section-clause~~ (1).
- (3) The Council-local government shall not be liable to pay compensation or damages of any kind to the person referred to in sub-~~section-clause~~ (1) in relation to any action taken by the Council-local government under this ~~Section~~Division.

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**Division 2 – Mosquitoes**

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**7889. Interpretation**

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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.

**7990. Premises to be kept free of Mosquito Breeding Matter**

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- An owner or occupier of premises shall keep the premises free of -
- (a) refuse; and
  - (b) water that is, or is liable to become the breeding place of mosquitoes.

**8094. Measures to be taken by an Owner or Occupier**

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- 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 treated with other larvicide; 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.

**8192. Measures to be taken by Occupier**

An occupier of premises where water is kept in a birdbath, 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.

**8293. Removal of Undergrowth or Vegetation**

- (1) Where it appears to the Manager Health [Services and Compliance](#) 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 Health [Services and Compliance](#) under this [Section](#)~~Division~~.

**8394. Filling in Excavations etc.**

Unless written permission to the contrary is obtained from the [Council](#)~~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.

**8495. Drains, Channels and Septic Tanks**

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 an approved larvicide according to the directions on the container, into the septic tank system, whenever directed to do so by an Environmental Health Officer;
  - (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.

**8596. Drainage of Land**

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An owner or occupier of land upon which there is water liable to become a breeding place for mosquitoes shall, when required by the Councillocal 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.

**8697. Officer may give Notice directing measures to be Taken**

Where, in the opinion of an Environmental Health Officer mosquitoes are breeding or are liable to breed on any premises, the Officer may give to the owner or occupier of the premises a 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.

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**8798. CouncilLocal Government may Execute Work and Recover Costs**

- (1) Where-
  - (a) a person is required under this division or directed by a notice given under Sectionclause 97, to execute any work; and
  - (b) that person fails or neglects to comply with the requirement,  
  
the Councillocal government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under ~~these~~this l-local l-laws.
- (2) The costs and expenses incurred by the Councillocal government in the execution of a power under sub-~~section~~clause (1) may be recovered in a court of competent jurisdiction from the person referred to in- sub-~~section~~clause (1).
- (3) The Councillocal government shall not be liable to pay compensation or damages of any kind to the person referred to in sub-~~section~~clause (1) in relation to any action taken by the Councillocal government under this SectionDivision.

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## Division 3 – Rodents

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### 8899. Interpretation

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.

### 89100. Measures to be taken to eradicate Rodents

- (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-section 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 food stuffs;
    - (ii) using a rodenticide bait or properly baited traps; 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.

### 90404. Waste food etc. to be kept in rodent proof Receptacles

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A person shall not place or cause 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.

### 91402. Restrictions on materials affording harbourage for ——— Rodents

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- (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 [Section](#)[Division](#).

#### **92103. Food premises etc. to be cleaned after Use**

An owner or occupier of a food premises, 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.

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#### **93104. Restrictions on the Sale or Keeping of Rats**

- (1) Subject to sub-[section-clause](#) (2) an owner or occupier of premises 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-[section-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 [Council](#)[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](#)~~[Private Hospital and Health Services Act 1927](#).
- (3) A person or body specified in sub-[section-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 [Section clause](#) 100 and ensure that all reasonable steps are taken to destroy the rat.

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#### **94105 Council-Local Government may Execute Work and Recover Costs**

- (1) Where -

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(a) a person is required under this Division- or directed by a notice given under Section-clause 102 to execute any work; -and

(b) that person fails or neglects to comply with the requirement,

the Council-local government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under ~~these~~ this ~~local~~ laws.

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(2) The costs and expenses incurred by the Council-local government in the execution of a power under sub-section-clause (1) may be recovered in a court of competent jurisdiction from the person referred to in sub-section-clause (1).

(3) The Council-local government shall not be liable to pay compensation or damages of any kind to the person referred to in sub-section-clause (1) in relation to any action taken by the Council-local government under this SectionDivision.

#### Division 4 – Cockroaches

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##### 95406. Interpretation

In this Division, unless the context otherwise requires -

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

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##### 96407. Measures to be taken to eradicate Cockroaches

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(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-section-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 57 - Bee Keeping

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### 97108. Interpretation

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; and

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

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### 98109. Restrictions on keeping of Bees in Hives

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A person shall not keep or permit the keeping of bees anywhere within the City of Nedlands district unless approval to do so has been given by the Council local government.

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- (1) The Council local government may direct any person to remove any bees or approved beehives which in the opinion of the Manager Health Services and Compliance are causing a nuisance.
- (2) A person shall comply with a direction within the time specified.

## Division 68 - Arthropod Vectors of Disease

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### 99140. Interpretation

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*);
- (e) head lice (*Pediculus humanus var. capitis*); and
- (f) any other insect prescribed by the Executive Director, Public Health.

### 100141. Responsibility of the Owner or Occupier

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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

#### 10142. Requirements on owner or occupier to clean, disinfect and disinfect

- (1) The ~~Council-local government~~ or the Manager Health ~~Services and Compliance~~ 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 disinfect -
  - (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-section ~~clause~~ (1).

#### 10243. Environmental Health Officer may disinfect or disinfect premises

- (1) Where the ~~Council-local government~~ or the Medical Officer is satisfied that any case of infectious disease has occurred on any premises, the ~~Council-local government~~ or the Medical Officer may direct an Environmental Health Officer, other ~~Council-local government~~ officer or other person to disinfect and disinfect 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 ~~Council-local government~~ officer or other person to carry out the direction given under sub-section ~~clause~~ (1).
- (3) The ~~Council-local government~~ may recover, in a court of competent jurisdiction, the cost of carrying out the work under this ~~Section-Division~~ from the owner or occupier of the premises in or on which the work was carried out.
- (4) The ~~Council-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 ~~Council-local government~~ or any of its staff or employees under this ~~Section-Division~~.

#### 10344. Insanitary houses, premises and things

- (1) An owner or occupier of any house or premises shall maintain the house or premises free from any insanitary condition or thing.
- (2) Where the ~~Council-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-

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- (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-~~sections-clauses~~ (2) or (3) shall comply with the terms of the notice.

#### 115. ~~Medical Officer may Examine Persons~~

~~The medical officer may enter any house and examine bacteriologically or otherwise any inmate of the house, or any person found thereon at the time, for the purpose of ascertaining whether the inmate or person is suffering from an infectious disease or is a medium for the transmission of an infectious disease, and the person shall submit to an examination and shall permit the medical officer to remove whatever specimens are considered necessary for proper examination.~~

#### 10416. Medical Officer may authorise disinfecting

- (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.
- (2) A person shall comply with any direction of the Medical Officer under this ~~Section~~Division.

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#### 10517. Persons in contact with an infectious disease sufferer

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 ~~Council~~local government or the Medical Officer may issue;
- (b) may be removed, at the direction of the ~~Council~~local government or the Medical Officer to isolation in an appropriate place to prevent or minimise the risk of the infection spreading and if so removed, shall remain in that place until the Medical Officer otherwise directs.

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#### 10618. Declaration of infected house or premises

- (1) To prevent or check the spread of infectious disease, the ~~Council~~local government or the Medical Officer may from time to time declare any house or premises to be infected.

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- (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 Health [Services and Compliance](#).

**10749. Destruction of infected animals**

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- (1) The Manager Health [Services and Compliance](#), upon being satisfied that an animal is or may be infected or is liable to be infected with an infectious disease or 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-~~section-clause~~ (1) shall comply with the terms of the notice.

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**10820. Disposal of a body**

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- (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-~~section-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.

**10924. [Council-Local Government](#) may carry out work and recover costs**

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- (1) Where -
- (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 [Council-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 [Council-local government](#) in the execution of a power under this ~~Section-Division~~ may be recovered in a court of competent jurisdiction from the person referred to in sub-~~section-clause~~ (1)(a).
- (3) The [Council-local government](#) shall not be liable to pay compensation or damages of any kind to the person referred to in sub-~~section-clause~~ (1)(a) in relation to any action taken by the [Council-local government](#) under this ~~Section~~[Division](#).

## Division 2 - Disposal of used condoms and needles

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### 11022. Disposal of used condoms

- (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 Health [Services and Compliance](#).
- (2) A person shall not dispose of a used condom in a public place except in accordance with sub-[section clause](#) (1).

### 11123. Disposal of used needles

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

## Division 3 - Skin Penetration

### 124. Interpretation

~~In this Division, unless the context otherwise requires-~~

~~“Code of Practice for Skin Penetration Procedures” means the Code of Practice for Skin Penetration Procedures as published by the Health Department of WA.~~

### 125. Duties on Practitioner

~~A person shall not carry out any process or procedure involving skin penetration, other than in accordance with the *Health (Skin Penetration) Regulations 1987* and the Code of Practice for Skin Penetration Procedures.~~

## Part 8 – Itinerant Food Vendors Licence

### 126. Interpretation

In this Part,

“**itinerant vendor**” means a person who travels along the road looking for customers and who sells from his vehicle parked temporarily on the road to customers who stop him or come up to him while he is so parked.

### 127. General

- (1) An itinerant food vendor shall not offer for sale or sell food unless he or she
  - (a) is the holder of an itinerant food vendor's licence issued by the Council under this Section; and
  - (b) complies with any conditions to which the licence is subject.
- (2) An application for an itinerant food vendor's licence shall be
  - (a) made by the proprietor or, where there is more than one proprietor, by each proprietor;
  - (b) made in the form prescribed in Schedule 1; and
  - (c) forwarded to the Chief Executive Officer together with the fee prescribed in Schedule 14.
- (3) An application for a licence under this Section shall be determined by the Council which may approve the application, with or without conditions, or reject the application.
- (4) Where Council approves, with or without conditions, an application under this Section, a food vendor's licence
  - (a) signed by the Manager Health Services; and
  - (b) in the form of Schedule 2,shall be issued by the Council.
- (5) A licence issued under this Section shall be valid until 31 December next following the date of issue of the licence by the Council.

## Part 89 - Lodging Houses

### Division 1 — Registration

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#### 11228. Interpretation

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

"**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;

"**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;

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

"**lodging house**" includes 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;

"**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; and

"**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.

(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.

#### 11329. Lodging House not to be kept unless registered

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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 [Council/local government](#) under [section clause 131](#);

- (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 Chief Executive Officer, 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 is one or more lodgers in the lodging house.

#### **11430. Application for registration**

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An application for registration of a lodging house shall be -

- (a) in the form prescribed in Schedule 13;
- (b) duly completed and signed by the proposed keeper; and
- (c) accompanied by -
  - (i) the fee prescribed in Schedule 14 as fixed by the local government in accordance with Section 6.16 of the Local Government Act 1995; and
  - (ii) detailed plans and specifications of the lodging house.

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#### **11534. Approval of application**

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The Council-local government may approve, with or without conditions, an application under section-clause 130 by issuing to the applicant a certificate in the form of Schedule 24.

#### **11632. Renewal of registration**

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A person who keeps a lodging house which is registered under this Part shall -

- (a) during the month of December in each year apply to the Council-local government for the renewal of the registration of the lodging house; and
- (b) pay the fee as fixed by the local government in accordance with Section 6.16 of the Local Government Act 1995 ~~prescribed in Schedule 14~~ at the time of making each application for renewal.

#### **11733. Notification upon sale or transfer**

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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 Officer, in the form of Schedule 35 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.

### 11834. Revocation of registration

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- (1) Subject to ~~subsection sub-clause~~ (3), the ~~Council-local~~ government may, at any time, revoke ~~the~~ registration of a lodging house for any reason which, in the ~~the~~ opinion of the ~~Council-local~~ government, justifies the revocation.
- (2) Without limiting the generality of sub-~~section-clause~~ (1), the ~~Council-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 ~~Council-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 this 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 ~~Council-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 Health ~~Services and Compliance~~, unfit to remain registered.
- (3) Before revoking the registration of a lodging house under this ~~SectionDivision~~, the ~~Council-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 ~~Council-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.

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## Division 2 - Construction and Use Requirements

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### 11935. General Construction Requirements

The general construction requirements of a lodging house shall comply with the Building Code.

### 12036. Sanitary conveniences

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- (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 ~~shower, bath and wash basin~~ hand wash basin and either a shower or a bath,

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in accordance with the requirements of the Building Code.

- (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-~~section-clause~~ (1).
- (3) Each bath, shower and ~~hand wash basin~~ hand wash basin 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) Paragraphs (b) and (c) of ~~subsection-sub-clause~~ (5) do not apply to a serviced apartment.

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#### **12137. Laundry**

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- (1) A keeper shall -
- (a) subject to sub-~~section-clause~~ (2), provide on the premises for the use of each 15 lodgers, a- laundry in accordance with the requirements of ~~Section-clause~~ 16 of ~~these this Local Laws~~;
  - (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 even fall to a floor waste.
- (2) The Manager Health ~~Services and Compliance~~ may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

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#### **12238. Kitchen**

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The keeper of a lodging house shall provide in that lodging house a kitchen which -

- (a) complies with the [Health \(Food Hygiene\) Regulations 1993](#) requirements of Standard 3.2.3 of the Food Standards Code; and
- (b) has a kitchen floor area of not less than 16 square metres.

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#### 12339. Cooking Facilities

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(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 Health [Services and Compliance](#) 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
46-50	2	4
Over 60	2	4 + 1 for each additional 15 lodgers (or part thereof) over 60

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- (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 Health [Services and Compliance](#).

#### 12440. Dining Room

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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 0.6 square metres per person or not less than 10 square metres whichever is the greater; and
- (c) which shall be -
  - (i) adequately furnished to accommodate, at any one time, at least half of the number of lodgers; and
  - (ii) provided with a suitable floor covering.

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#### 12541. Lounge Room

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The keeper of a lodging house shall provide in that lodging house a lounge room -

- (a) with a floor area -
  - (i) where the lounge is not combined with the dining room - not less than 0.6 square metres per person;
  - (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.

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**12642. Fire prevention and control**

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A keeper shall -

- (a) in each passage in the lodging house provide emergency lights -
  - (i) in such a position and of such a pattern, as approved by the Manager Health [Services and Compliance](#); 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 fire fighting appliance is clearly visible, accessible and maintained in good working order at all times;
- (d) provide fire-extinguishing appliances of the number and pattern, and situated in such a position as the [Council local government](#) may direct;
- (e) ensure all buildings are fitted with fire protection equipment as advised by the [Department of Fire and Emergency Services](#) ~~Western Australian Fire Brigades Board~~ and approved by the [Council local government](#); and
- (f) ensure all fire fighting equipment, exit signs, emergency lights and fire detection and alarm systems are adequately maintained at all times in such a condition as will enable their proper performance.

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**12743. Obstruction of passages and stairways**

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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.

#### 12844. Fitting of locks

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.

#### 12945. Restriction on use of rooms for sleeping

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- (1) Subject to sub-section clause (3) and Section clause 159, 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, store room, 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, 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 metres 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 Health Services and Compliance.
- (2) For the purposes of this Section Division, two children under the age of 10 years shall be counted as one lodger.
- (3) Paragraphs (a), (b) and (c) of sub-section clause (1) shall not apply to a serviced apartment.

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#### 13046. Sleeping Accommodation Short Term Hostel

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- (1) A keeper of a short term hostel 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.

- (b) a ceiling with a minimum height of 2.4 metres in any dormitory utilising beds and 2.7 metres in any dormitory utilising bunks.
  - (c) either:
    - (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 ~~Council's~~ the local government's approval.
  - (d) beds with a minimum size of 800 millimetres x 1.9 metres;
  - (e) storage space for personal effects, including backpacks, so that cleaning operations are not hindered and access spaces are not obstructed.
- (2) The minimum floor area requirements in ~~subsection sub-clause~~ (1) will only apply if there is ventilation, separation distances, fire egress and other safety requirements in accordance with the Building Code.
- (3) The keeper of any short term hostel shall:
- (a) ensure that at all times a minimum distance of 750 millimetres between beds and a minimum distance of 900 millimetres between bunks is maintained;
  - (b) ensure that where bed or bunk heads are placed against the wall on either side of a dormitory, 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;
  - (c) ensure all doors, windows and ventilators are kept free of obstruction.
- (4) The keeper shall ensure that:
- (a) materials used in dormitory areas comply with AS-1530.2-1993 and AS/~~NZS~~-1530.3: 1999 as follows:-
    - drapes, curtains, blinds and bed covers - a maximum Flammability Index of 6;
    - upholstery & bedding - a maximum Spread of Flame Index of 6;
    - a maximum Smoke Developed Index of 5;
    - floor coverings - a maximum Spread of Flame Index of 7.
    - a maximum Smoke Developed Index of 5;

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Fire retardant coatings used to make a material comply with these indices must be -

- (i) certified by the manufacturer as approved for use with the fabric to achieve the required indices; and
  - (ii) certified by the manufacturer to retain its fire retardancy effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS 2001.5.4-1987/2005, Procedure 7A, using ECE reference detergent; and
  - (iii) certified by the applicator as having been carried out in accordance with the manufacturer's specifications of the product;
- (b) emergency lighting is provided in accordance with the Building Code of Australia;
- (c) ~~no person shall smoke in any dormitory, kitchen, or dining room, within a short term hostel. The keeper may permit smoking in a meeting or assembly hall area, within a short term hostel.~~ a lodger or other person does not smoke in any dormitory, kitchen, dining room, or other enclosed public place, within a short term hostel or recreational campsite; and
- (d) the keeper of any short term hostel shall ensure all mattresses are fitted with a mattress protector.

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#### **13147. Furnishing etc. of sleeping apartments**

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- (1) A keeper shall -
- (a) furnish each sleeping apartment with a sufficient number of beds and sufficient bedding of good quality;
  - (b) ensure that each bed -
    - (i) has a bed head, mattress and pillow; and
    - (ii) is provided with a pillow case, mattress cover, 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;
- (3) The sheets and blankets required to be provided under subclause (1)(b)(ii), shall be deemed to have been provided by the keeper, where the keeper offers them to the lodgers. In such circumstances, each lodger must either provide his or her own clean sheets or hire them from the keeper.

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- (4) In a short term accommodation hostel or recreational campsite, the storage facilities required by sub-clause (1)(c) may be located in a separate secure storage room or locker.

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#### **13248. Ventilation**

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- (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-~~section-clause~~ (1) within such time as directed.

#### **13349. Numbers to be placed on Doors**

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- (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-~~section-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**

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#### **13450. Keeper or manager to reside in the lodging house**

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- Whenever there is one or more lodgers in a lodging house, a keeper or manager shall -
- (a) reside continuously in the lodging house; and
  - (b) not be absent from the lodging house unless he or she arranges for a reputable person to have the care and management of the lodging house.

#### **13554. Register of lodgers**

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- (1) A keeper shall keep a register of lodgers in the form of Schedule 46.
- (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.

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#### **13652. Keeper report**

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A keeper shall, whenever required by the ~~Council~~local government, report to the ~~Council~~local government, in the form of Schedule ~~57~~, the name of each lodger who lodged in the lodging house during the preceding day or night.

#### **13753. Certificate in respect of sleeping accommodation**

- (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 ~~68~~.
- (2) The certificate issued under sub-section ~~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 an Environmental Health Officer, a keeper shall exhibit the certificate issued under this ~~Section~~Division 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 ~~Section~~Division to occupy the room to which it refers.

#### **13854. Duplicate keys and inspection**

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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.

#### **13955. Room occupancy**

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- (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 Manager Health Services and Compliance or the Medical Officer has forbidden to be used as a sleeping apartment.
- (2) For the purpose of this SectionDivision, two children under 10 years of age shall be counted as one lodger.

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#### **14056. Maintenance of a room by a lodger or resident**

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- (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-section 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 and sanitary 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 and sanitary condition.

#### **14157. Cleaning and maintenance requirements**

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- (1) In this Section-Division -  
"bed linen" includes sheets, pillow cases and mattress covers.
- (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) ensure that the laundry floor is cleaned daily;

- (e) ensure that -
  - (i) all bed linen, towels, and house linen in use is 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, that 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 Health [Services and Compliance](#), 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 Health [Services and Compliance](#) or an Environmental Health Officer.

#### 14258. Responsibilities of lodgers and residents

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, ~~obnoxious~~ or offensive;
- (c) use a bath or ~~wash handhand wash~~ basin other than for ablutionary purposes;
- (d) use a bathroom facility or fitting for laundry purposes;

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- (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 [Section-clause 159](#) -
  - (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.

**14359. Approval for storage of food**

- (1) The Manager Health [Services and Compliance](#) 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.

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Division 1 — General

Part 910 - Offensive Trades

14460. Interpretation

In this Part, unless the context otherwise requires -

"**occupier**" in relation to premises includes the person registered as the occupier of the premises specified in the 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 processing premises, fish curing premises and shellfish and crustacean processing establishments;
- (b) laundries, dry cleaning premises and dye works;
- (c) any trade as defined by Section 186 of the Act; and
- ~~(d) any other trade that, unless preventive measures are adopted, may become a nuisance or a hazard to the health of inhabitants of the district; and~~

"**premises**" includes houses of premises for offensive trade.

14564. Consent to Establish an Offensive Trade

- (1) A person seeking the consent of the Council 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 Section-clause 162; and
  - (b) lodge with the Chief Executive Officer an application in the form of Schedule 944.
- (2) A person who makes a false statement in an application under this Section Division shall be guilty of an offence.

14662. Notice of Application

A notice required under sub-Section-clause 161(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 Perth daily newspaper at least two weeks but not more than one month before the application under Section-sub-clause 161(1)(b) is lodged with the Chief Executive Officer.

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**14763. Registration of Premises**

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An application for the registration of premises pursuant to Section 191 of the Act shall be -

- (a) in the form of Schedule 1012;
- (b) accompanied by the fee prescribed in the *Offensive Trade (Fees) Regulations 1976* ~~Health (Offensive Trades Fees) Regulations 1976~~ as amended from time to time; and
- (c) lodged with the Chief Executive Officer.

**14864. Certificate of Registration**

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Upon the registration of premises for the carrying on of an offensive trade, the Council ~~local government~~ shall issue to the applicant a certificate in the form of Schedule 1143.

**14965. Change of Occupier**

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

**15066. Alterations to Premises**

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While any premises remain registered under this Division, a person shall not, without the written permission of the Council ~~local government~~, make or permit any change or alteration whatever to the premises other than minor repairs.

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~~1467. Occupier Includes Employee~~

~~Where in any Section contained in this Part a duty is imposed upon the occupier of premises in or upon which an offensive trade is carried on, the reference to the occupier shall be interpreted to include the employees of the occupier and any employee committing a breach of any provision of this Part shall be liable to the same penalties as if he or she were the occupier.~~

**Division 2 - General Duties of an Occupier**

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**15168. Interpretation**

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In this Division, unless the context otherwise requires -

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"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

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

**15269. Cleanliness**

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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.

#### **15370. Rats and other Vectors of Disease**

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.

#### **15474. Sanitary Conveniences and Wash-BasinHand wash basins**

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

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#### **15572. Painting of Walls etc.**

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.

#### **15673. Effluvia, Vapours or Gases**

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 the occupier's business or from any material, residue or other substance which may be kept or stored upon the premises.

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#### **15774. Offensive Material**

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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 air tight covers on the 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 and at such more frequent intervals as may be directed by the Manager Health Services or whenever so directed by an Environmental Health Officer; and cause the contents of the receptacles to be removed from the premises at least once in every working day and at such more frequent intervals as may be approved or directed by the Manager Health and Compliance or whenever so directed by an Environmental Health Officer; and~~
- (e) cause all receptacles after being emptied to be cleaned immediately with an efficient disinfectant.

#### 15875. Storage of Materials

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.

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#### 15976. Specified Offensive Trades

- (1) For the purposes of this ~~Section~~Division, "specified offensive trade" means one or more of the offensive trades carried on, in or connected with the following works or premises -
  - (a) fish processing premises, fish curing premises and shellfish and crustacean processing establishments; and
  - (b) 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; ~~and~~

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- (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, Sewerage and Drainage Board Local 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 Health [Services and Compliance](#) may from time to time direct.

#### 16077. Directions

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- (1) The Manager Health [Services and Compliance](#) 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 [Section](#)[Division](#).

#### 16178. Other Duties of Occupier

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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 the occupier.

### Division 3 - Fish Premises

#### 16279. Interpretation

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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 degrees Celsius.

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

"**fish premises**" may include a fish processing establishment, fish curing establishment and a shellfish and crustacean processing establishment.

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"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.

#### 16380. Fish Preparation Room

- (1) The occupier of a fish premises shall provide a fish preparation room that complies with the requirements of the [Health \(Food Hygiene\) Regulations 1993](#) requirements of Standard 3.2.3 of the Food Standards Code,
- (2) The fish preparation room -
  - (a) shall have a self-closing door;
  - (b) shall have a minimum floor area of 9 square metres;
  - (c) shall be flyproofed and provided with ample light and ventilation.
- (3) 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.
- (4) 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.

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#### 16484. Bench

The occupier of a fish premises shall provide and maintain on the premises a separate stainless steel bench for the handling of fish.

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#### 16582. Disposal of Waste

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 [Section clause 174](#) and disposed of in accordance with that [Section clause](#); or
- (b) kept in a frozen state in an approved enclosure before its removal from the premises.

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#### 16683. Fish Containers

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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.

#### **16784. Cooking of Fish**

Where cooking of fish is carried out in a fish premises, the occupier shall provide and maintain -

- (a) an exhaust canopy ~~as set out in the Health (Food Hygiene) Regulations 1993~~ of an approved type:-
- (b) an exhaust ventilation system -
  - (i) the point of discharge of which shall be at least 1 metre above the ridge of a pitched roof or 3 metres above a flat roof and shall not be located within 6 metres of an adjoining property or any fresh air intakes; and
  - (ii) which shall discharge in such manner and in such a position that no nuisance is created.

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#### **16885. Use of an Approved Portable Box**

The Manager Health ~~Services and Compliance~~ may permit an approved portable box to be used for the transport or storage of fish.

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#### **16986. Fish Transport Vehicle**

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 metal or other approved material;
- (b) all internal surfaces -
  - (i) are made of metal or approved non-toxic plastic substance, which may include stainless steel, aluminium, galvanised iron, fibreglass, 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 covered with not less than a 9.5 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-

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- (i) continuously welded; or
- (ii) lapped with a minimum of 40 millimetres cover secured with blind rivets and sealed with a non-toxic 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 [Section 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 non-toxic plastic; and
- (h) the vehicle is in good repair and condition and is thoroughly clean.

#### Division 4 - Laundries, Dry Cleaning Establishments [a](#)And Dye Works

##### [17087](#). Interpretation

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 fully enclosed machine operating on full cycle;

**"dye works"** means a place where articles are commercially dyed, but does not include the dye works in which provision is made for the discharge of all liquid waste therefrom, into a public sewer;

**"exempt laundry"** means a laundry in respect of which [Council the local government](#) has certified in writing to be exempt from the provisions of this Part;

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

**"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 therefrom into a public sewer. ~~and~~

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

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#### **17188. Receiving Depot**

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 Health [Services and Compliance](#) who may at any time by written notice withdraw such permission.

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#### **17289. Reception Room**

- (1) The occupier of a laundry, dry cleaning establishment or dye works shall -
  - (a) provide 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 [Section](#)~~Division~~.

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#### **17390. Walls and Floors**

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 a 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 constructed of concrete and finished with a smooth impervious surface; 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.

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#### **17491. Laundry Floor**

The occupier of a laundry shall provide in front of each washing machine a non-corrosive grating, at least 910 millimetres in width and so constructed as to prevent any person from standing in water on the floor.

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#### **17592. Escape of Dust**

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.

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#### **17693. Precautions Against Combustion**

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.

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**17794. Trolleys**

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, non-corrosive, impervious material, devoid of holes, cracks and crevices that is easily cleaned; and
  - (iii) thoroughly cleaned and disinfected on a regular basis.

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**17895. Sleeping on Premises**

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

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**Part 104 - Offences and Penalties**

**17996. Penalties other than Part 8**

- (1) A person who contravenes a provision of ~~these this Local Laws other than a provision of Part 8~~ commits an offence.
- (2) A person who commits an offence under sub-section clause (1) is liable to -
  - (a) 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 and subsequent such offence, \$500; and
  - (b) if the offence is a continuing offence, a daily penalty which is not more than \$100 and not less than \$50.

~~197. Penalties for Part 8~~

- ~~(1) A person who contravenes a provision of Part 8 of these Local Laws commits an offence.~~
- ~~(2) A person who commits an offence under sub-section (1) is liable to -~~
  - ~~(a) a penalty which is not more than \$2,500 and not less than -~~
    - ~~(i) in the case of a first such offence, \$250;~~
    - ~~(ii) in the case of a second such offence, \$500; and~~
    - ~~(iii) in the case of a third and subsequent such offence, \$1,250; and~~
  - ~~(b) if the offence is a continuing offence a daily penalty which is not more than \$250 and not less than \$125.~~

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Schedule 4

City of Nedlands

Health Act 1911

APPLICATION FOR LICENCE AS ITINERANT FOOD VENDOR

To: Chief Executive Officer  
City of Nedlands

Name (In Full) of Applicant: .....

Place of Residence: .....

Place where Vehicle, Food and Trade Utensils are Stored:

.....

Details of Vehicle or Means of Carriage: .....

Dated this ..... day of ..... 19...

.....  
..... (Signature of Applicant)

Telephone: .....

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**Schedule 2**

**City of Nedlands**

**Health Act 1911**

**LICENCE AS ITINERANT FOOD VENDOR**

This is to certify that .....  
..... (Name)

of .....  
..... (Address)

is hereby licensed as an itinerant food vendor within the Health District of the City of Nedlands.

This licence expires on the 31st day of December following the date of issue, unless this licence is previously cancelled.

Date of issue: ..... 19...

.....  
..... Manager Health Services  
..... City of Nedlands



Schedule 13

City of Nedlands

Health *(Miscellaneous Provisions)* Act 1911

APPLICATION FOR REGISTRATION OF A LODGING HOUSE

To: Chief Executive Officer  
City of Nedlands

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 -

- a lodging house;
- a short term hostel; or
- serviced apartments

(Specify which is to apply)

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

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**DESCRIPTION OF LODGING HOUSE**

Number of storeys .....

**Rooms for private use**

	Number	Area
Laundries/toilets/bathrooms	.....	.....
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

**Rooms for lodgers**

	Number	Area
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

**Sanitary Conveniences for male lodgers**

Toilets	.....	
Urinals	.....	
Baths	.....	
Showers	.....	
Wash-hand basins	.....	

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**Sanitary Conveniences for female lodgers**

Toilets	.....	
Baths	.....	
Showers	.....	
Wash-hand basins	.....	

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**Laundry Facilities**

Coppers	.....
Washtroughs	.....
Washing machines	.....
Drying cabinets or Clothes lines	.....

**Additional Details**

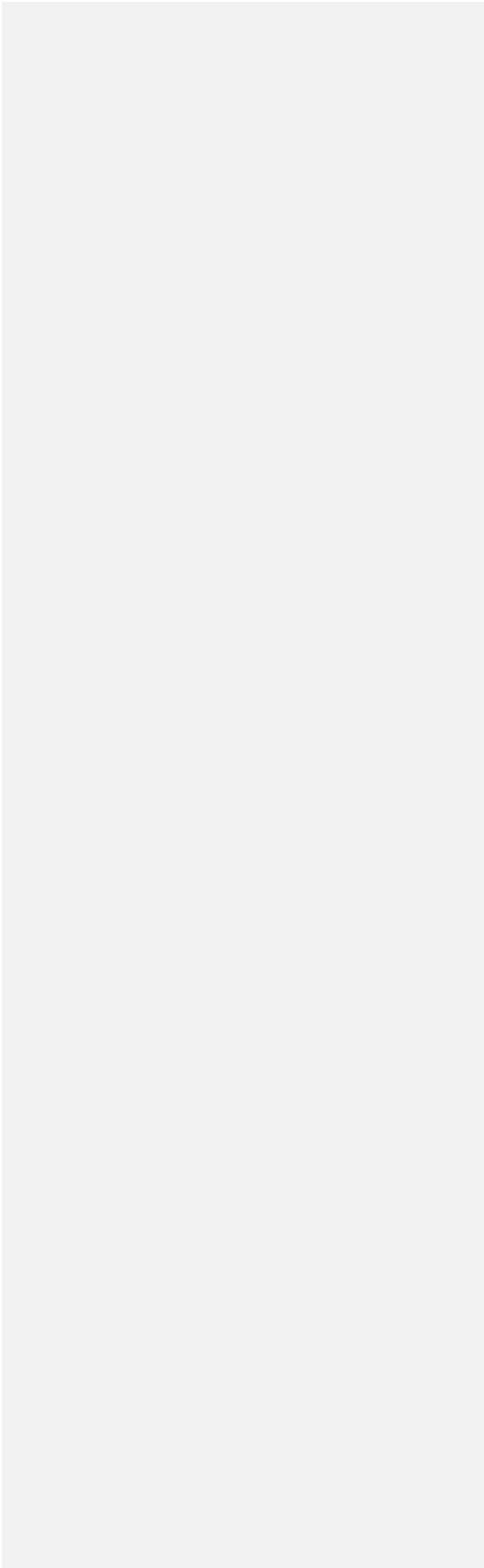
- (a) Lodgers' meals will be provided by the manager/keeper/lodgers.
- (b) The keeper will/will not reside continuously on the premises.
- (c) Name and occupation of proposed manager if keeper resides elsewhere -  
.....

(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 24

City of Nedlands

Health (Miscellaneous Provisions) Act 1911

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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

until 31 December 19 ....., on the following conditions:

1. That ....., whose name is entered on the register of keepers of the City of Nedlands, 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 (Miscellaneous Provisions) Act and Health Local Laws of the City of Nedlands and is not transferable.

Dated .....19.....

.....  
Manager Health Services and Compliance  
City of Nedlands

Fee received: \$.....

Schedule 35

City of Nedlands

Health (*Miscellaneous Provisions*) Act 1911

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**NOTICE OF CHANGE OF OWNER OF A LODGING HOUSE**

To: Chief Executive Officer  
City of Nedlands

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 46

City of Nedlands

Health (*Miscellaneous Provisions*) Act 1911

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REGISTER OF LODGERS

Location of Lodging House: .....  
.....

Date of Arrival	Name	Previous Address	Signature No.	Room	Date of Departure
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....

Schedule 57

City of Nedlands

Health *(Miscellaneous Provisions)* Act 1911

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LIST OF LODGERS

TO: The Chief Executive Officer  
City of Nedlands

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

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.....  
.....

on the ..... day of ..... 19.....

(Signed).....  
(Keeper)

Date: .....

Schedule 68

City of Nedlands

Health *(Miscellaneous Provisions)* Act 1911

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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 below are not to be occupied by more than the number of lodgers or residents indicated below.

**ROOM NUMBER:**                      **MAXIMUM OCCUPANCY:**

Date .....

.....  
..... Manager Health [Services and Compliance](#)



Schedule 79

City of Nedlands

Health (*Miscellaneous Provisions*) Act 1911

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APPLICATION FOR LICENCE OF A MORGUE

To: Chief Executive Officer  
City of Nedlands

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 ..... 19.....

.....  
..... (Signature of Applicant)

Schedule ~~8-10~~

City of Nedlands

Health *(Miscellaneous Provisions)* Act 1911

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**CERTIFICATE OF LICENCE OF A MORGUE**

This is to certify the following premises is licenced as a Morgue from the ..... day of .....~~19~~ until  
31st day of December ~~19~~.....

Address of premises:

.....  
.....

Name of premises:

.....

Dated this ..... day of .....~~19~~.....

.....  
..... Manager Health Services and Compliance  
..... City of Nedlands

Schedule 911

City of Nedlands

Health (Miscellaneous Provisions) Act 1911

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APPLICATION FOR CONSENT TO ESTABLISH  
AN OFFENSIVE TRADE

To: Chief Executive Officer  
City of Nedlands

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)

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Schedule 1012

City of Nedlands

Health (Miscellaneous Provisions) Act 1911

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**APPLICATION FOR REGISTRATION OF PREMISES  
FOR OFFENSIVE TRADE**

To: Chief Executive Officer  
City of Nedlands

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 .....

.....  
(Description of Offensive Trade)

under the business name of .....

The prescribed registration fee of \$ \_\_\_\_\_ is attached.

\_\_\_\_\_  
(Signature of Applicants/s)

\_\_\_\_\_  
(Date)

Schedule 113

City of Nedlands

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 .....19.....

Dated this ..... day of .....19.....

.....  
Manager Health Services and Compliance  
City of Nedlands

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**SCHEDULE 14**

**City of Nedlands**

**Health Act 1911**

**PRESCRIBED FEES**

<u>Schedule</u>	<u>Description</u>	<u>Prescribed Fee</u>
<u>7</u>	<u>Licence as Itinerant Food Vendor</u>	<u>\$180.00</u>
<u>9</u>	<u>Registration of Lodging House</u>	<u>\$180.00</u>
<u>15</u>	<u>Registration of a Morgue</u>	<u>\$80.00</u>
<u>18</u>	<u>Registration of Offensive Trade</u>	<u>As per regulation</u>

Passed at a meeting of the Council of the City of Nedlands held on ~~XXX~~.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2017

The Common Seal of the City of Nedlands was affixed by authority of a resolution of the Council in the presence of:

\_\_\_\_\_  
Mayor CHIEF EXECUTIVE OFFICER  
MAX HIPKINS GREG TREVASKIS

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

\_\_\_\_\_  
Max Hipkins  
MAYOR

~~XXX~~

\_\_\_\_\_  
Greg Trevaskis  
CHIEF EXECUTIVE OFFICER

~~XXX~~

Consented to—

\_\_\_\_\_  
~~XXX~~  
Public Health

~~XXX~~

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