## CITY OF GREATER BENDIGO

### ADMINISTRATION LOCAL LAW

### LOCAL LAW NO.10

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1. **Title**

This is the City of Greater Bendigo Local Law No. 10- “Administration”.

2. **Objectives of this Local Law**

The objectives of this Local Law are:

(a) to provide procedures for the administration of Local Laws.

(b) to provide procedures for the issue of:
   i. Permits
   ii. Notices to Comply
   iii. Notices of Impounding
   iv. Infringement Notices

(c) to provide procedures for the setting of fees and charges in relation to Local Laws.

3. **Power to make this Local Law**

The Council’s authority to make this Local Law is contained in Section 111 of the Local Government Act 1989.

4. **Operational Date of this Local Law.**

This Local Law operates from the first day of September of 2008.

5. **Revocation of Local Law**

On the commencement of this Local Law, Local Law No.10 – Enforcement, is revoked.

6. **Application of this Local Law**

The provisions of this Local Law apply to all City of Greater Bendigo Local Laws except where it is apparent that a Clause indicates otherwise or provides alternative provisions.

7. **Date that this Local Law Ceases Operation**

Unless this Local Law is revoked sooner its operation will cease on the day which is 10 years after the day on which it came into operation.

8. **Exemption**

The Council may prescribe specified persons, premises or areas within the municipality to be exempt from all or any of the provisions of this local law for a specified time and on specified conditions provided that;
i) The exemption is in writing, with specified conditions
ii) The exemption is complied with

An exemption may be cancelled or corrected as if it were a permit.

9. Definitions

Authorised Officer means an Officer appointed under Section 224 of the Local Government Act 1989.

Chief Executive Officer means the Chief Executive Officer of the Greater Bendigo City Council.

Appendix 4 Penalties for Infringement notices is incorporated as a by reference under Section 112 of the Local Government Act 1989 which is attached to this Local Law and details the penalties for infringements notices for offences against Local Laws, which may be amended from time to time.

PERMITS, FEES AND DELEGATIONS

10. Applying for a Permit

(a) An application for a permit under a Local Law shall be in the form of Appendix 5 (except where a Local Law specifies otherwise) and be accompanied by the appropriate fee.

(b) In considering such an application the Authorised Officer may-
   i) require a person making an application for a permit to give public notice of such application
   ii) take into consideration any response to that notice, any policy or guidelines adopted by the Council, any objections or submissions, any comments from other authorities, government departments or community organisations, any any other matter that is considered relevant.

(c) Submissions made in relation to an application may be heard in accordance with Section 223 of the Local Government Act 1989.

(d) An Authorised Officer may require an applicant to provide additional information before considering an application for a permit or request for exemption under the Local Law.

11. Fees & Charges

(a) The Council may from time to time by resolution determine the fees and charges to apply under a Local Law and the Council shall give public notice of its resolution to set or alter fees and charges.

(b) In determining any fees and charges the Council may establish a system or structure of fees and charges, including a minimum or maximum fee or charge if it considers it is appropriate to do so.
(c) The Council or Authorised Officer may waive, reduce or alter any fee or charge with or without conditions.

12. Issue of Permits

The Council or Authorised Officer may:

(a) Issue a permit in the form of Appendix 6 (unless a Local Law specifies otherwise), or

(b) Refuse to issue a permit.

A copy of the permit must be available for inspection at the address or place to which the permit relates on demand by an Authorised Officer.

13. Appeal of Decision to Refuse

(a) An applicant may appeal a decision to refuse to issue a permit.

(b) Applications must be in prescribed form of Appendix 7 and be accompanied by the appropriate fee.

(c) Appeals will be considered by a three member panel made up of Councils Legal Officer, Director of Planning & Development and an Officer with Local Laws knowledge.

(d) The applicant may make written or verbal submissions to the panel within the time specified in writing by an Authorised Officer.

(e) Within 10 days of considering any written submissions received from the applicant or after hearing the applicant's verbal submissions, an Authorised Officer shall notify the applicant in writing of the panel's decision.

14. Duration of Permits

(a) A permit remains in force until the expiry date indicated in the permit, unless it is cancelled before the expiry date.

(b) If no expiry date is indicated on the permit, the permit expires on the 30 June next after the day on which it was issued.

15. Conditional Permits

(a) A permit may be subject to such conditions which the Council or Authorised Officer considers to be appropriate, including but not limited to:

i. the payment of a fee or charge;

ii. the payment of a security deposit, bond or guarantee to the Council to secure the proper performance of conditions on a permit or to rectify any damage caused to Council assets as a result of the use or activity allowed by the permit;

iii. the application of an appropriate standard,

iv. a time limitation specifying the duration, commencement or completion date of the permit,
v. the happening of an event, or the rectification, remedying or restoration of any damage caused to the place or thing by the activity permitted,

vi. where the applicant is not the owner of the subject property, the consent of the owner;

(b) Before the granting of some other permit which may be required by the Authorised Officer whether under a Local Law or otherwise.

16. Cancellation of Permit

(a) The Chief Executive Officer or his or her delegate may cancel a permit if it is considered that:-

i. there has been a serious or ongoing breach of the conditions of the permit; or

ii. a notice to comply has been issued, but not complied with within seven days after the time specified in the notice to comply; or

iii. there was a significant error or misrepresentation in the application for the permit; or

iv. in the circumstances, the permit should be cancelled.

(b) Before a permit is cancelled under sub-clause 16(a), the permit holder shall be invited to submit within a nominated time a written statement giving reasons why the permit should not be cancelled.

ENFORCEMENT

17. Compliance with Directions

A person must comply with any reasonable direction or instruction of an Authorised Officer, member of the Police Force or an emergency service when requested to do so in urgent circumstances or for public safety reasons whether or not a person has a permit under any Local Law.

Penalty - Two penalty units

18. Power of Authorised Officer

An Authorised Officer may issue a warning, a Notice to Comply and an Infringement Notice on a person who is in breach of a Local Law, commence legal proceedings and may impound items, goods or equipment relevant to a breach of the Local Law.

19. Notice to Comply

An Authorised Officer may serve a written Notice to Comply in the form of Appendix I on any owner, occupier or other relevant person to remedy any breach of a Local Law.

20. Time to Comply

(a) A Notice to Comply must state the time and date by which the breach must be remedied.
(b) The time required by the Notice to Comply to remedy the breach must be reasonable in the circumstances having regard to:

i. The amount of work involved;
ii. The degree of difficulty;
iii. The availability of necessary materials or other necessary items;
iv. Climatic conditions;
v. The degree of actual risk or potential risk to health and safety;
vi. Any other relevant factor.

21. Failure to comply with a “Notice to Comply”

(a) Any person who fails to remedy a breach of a Local Law in accordance with a Notice to Comply is guilty of an offence and liable to the amount of the penalty specified by the Local Law.

(b) Where such failure to remedy occurs an Authorised Officer may take action to remedy the breach and the person who has failed to remedy the breach shall be liable to reimburse Council for all costs associated with such action.

22. Power of Authorised Officers to Act in Urgent Circumstances

(a) An Authorised Officer may, in urgent circumstances arising as a result of a failure to comply with a Local Law take action to remove, remedy or rectify the breach without the necessity to serve a Notice to Comply provided:

i. The Authorised Officer considers the circumstances of the breach to be sufficiently urgent and that the time involved or difficulties associated with the serving of a Notice to Comply may place a person, animal, property or thing at risk or in danger.

ii. Wherever practicable, a senior officer of the Council is given prior notice of the proposed action.

iii. Details of the circumstances and remedial action taken are as soon as possible given to the person responsible for the breach.

(b) Where action is taken by the Authorised Officer pursuant to Clause 22(a) the person responsible for the breach shall be liable to reimburse Council for all costs associated with such action.

NOTICES OF IMPOUNDING

23. Power of Authorised Officer to Impound

(a) Where in the opinion of an Authorised Officer there is a risk to the environment or to the safety of a member of the public an Authorised Officer may seize and impound any goods, animals, birds, items or things where there is a breach of a Local Law.

(b) If an Authorised Officer has impounded an item in accordance with this clause the Council may refuse to release it until a charge equivalent to all costs incurred by it in such impounding has been paid to Council. Any such fee shall be determined by resolution of the Council.

(c) At the time of the impoundment or as soon as practicable thereafter the Authorised Officer shall serve a Notice of Impounding in the form of
Appendix 2 on the owner or registered owner or person apparently responsible for the good, animal, bird, item or thing setting out the fees and charges payable and time by which it must be retrieved from the Council. Where good, animal, bird, item or thing is required for evidence for a prosecution the owner or person responsible for it shall be advised of the time for collection following resolution of the prosecution.

(d) If, after 28 days from the date of impoundment, an impounded good, animal, bird, item or thing has not been retrieved then the Authorised Officer may dispose of it by such means as is determined by the Chief Executive Officer including sale by public auction, public tender or private treaty, by disposal at a municipal land fill or transfer station or otherwise. Any proceeds of sale shall be paid into the municipal fund.

(e) Where an impounded item has been disposed of in accordance with sub clause (d) the owner of the particular item may apply in writing to the Council for reimbursement of any proceeds from the sale. Subject to receipt of satisfactory proof of ownership by the Authorised Officer the proceeds from the disposal shall be paid to the owner except for the reasonable costs incurred by Council which may be retained by the Council.

(f) Where the identity or whereabouts of the owner or person responsible for the impounded item is unknown the Authorised Officer must take reasonable steps to ascertain the identity or whereabouts of that person and may only proceed to dispose of the impounded item in accordance with sub clause (d) once he or she is satisfied that all reasonable efforts have been made to contact the owner or the person responsible for the impounded item.

(g) A person must not, except with the authority of an Authorised Officer or pursuant to an order of a Court, remove, alter or interfere in any way with an animal or other thing, seized or detained by an Authorised Officer in the exercise of his power, functions or duties under this Local Law.

**Penalty**
First Offence – 2 penalty units
Second or subsequent offence – 4 penalty units

**OFFENCES AND PENALTIES**

24. Offences

(a) A person must not refuse or neglect to furnish information to an Authorised Officer when reasonably required under this Local Law to do so.

**Penalty**
First Offence – 2 penalty units
Second or subsequent offence – 4 penalty units

(b) A person who makes a false representation or declaration (whether oral or in writing), or who intentionally omits relevant information in an application for a permit or exemption is guilty of an offence.

**Penalty**
First Offence – 5 penalty units
Second or subsequent offence – 10 penalty units
(c) A person must not assault, obstruct, or attempt to obstruct, threaten, abuse, insult, intimidate, or attempt to intimidate any Authorised Officer in the exercise of his powers, function or duties under this Local Law.

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(d) A person must not refuse to state his name and address of his usual place of residence or state a false name or address to an Authorised Officer when required under this Local Law to do so.

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(e) Where any provision in a Local Law requires that something shall not be done at all, any person who does that thing or act is guilty of an offence.

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(f) Where any provision in a Local Law requires that something shall not be done between specified hours of the day or night, during specified months of the year or in or at specified locations or specified parts of those locations, any person who does that thing or act between such hours, during such months, on such days, in or at such location or a specified part of such location is guilty of an offence.

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(g) Where any provision in a Local Law requires that a person obtain a permit before engaging in any particular activity a person is guilty of an offence if that person engages in that activity without a current permit (unless the requirement for a permit has been waived by an Authorised Officer).

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(h) Where any permit issued pursuant to a Local Law contains conditions, any person who breaches or fails to comply with a condition of such a permit is guilty of an offence.

**Penalty**
First Offence – 2 penalty units  
Second or subsequent offence – 4 penalty units

(i) A person is guilty of an offence if he or she:
i. Falsely represents himself or herself to be an Authorised Officer.
ii. Fails to comply with any reasonable direction, instruction or signal of an Authorised Officer, member of Victoria Police or an Emergency Service.

**PENALTY:** Ten penalty units

**25. Penalty Units**

Where a penalty unit(s) has been prescribed by a Local Law, the value of the penalty unit(s) shall be have the same value of a penalty unit prescribed at the time of the offence by the Section 110(2) of the Sentencing Act 1991.

**26. Infringement Notices**

In accordance with the Infringements Act 2006 the CEO or his delegate may:

(a) As an alternative to a prosecution, an Authorised Officer may issue and serve an Infringement Notice on a person who:
   i. has committed one of the offences referred to in Appendix 4 of this Local Law, or
   ii. is reasonably suspected of having committed on of the offences referred to in clause 24,

(b) A person served with an Infringement Notice may pay the penalty specified in the Notice to the cashier of the Council within 28 days after service of the Notice, failing which a prosecution may be instituted against that person by an Authorised Officer.

(c) A person served with an Infringement Notice may make a written representation to the Chief Executive Officer or his delegate within 28 days of the service of the Infringement Notice to request to review the serving of that infringement notice.

(d) The City of Greater Bendigo must review the application made under Subsection (c) in accordance with the requirements of the Infringements Act 2006.

(e) The Chief Executive Officer or his delegate may by written notice withdraw an Infringement Notice within 28 days of the service of the same and then initiate a prosecution regardless of whether the Infringement Notice penalty has been paid or not. If the penalty indicated in the Infringement Notice has been paid, the payment shall be refunded to the alleged offender prior to the prosecution being initiated.

(f) The Chief Executive Officer or his delegate may withdraw an Infringement Notice and not proceed to prosecute, providing the circumstances warrant such action in the opinion of the Chief Executive Officer or his delegate.

(g) In the event of the failure of a person served with an Infringement Notice to pay the amount specified within 28 days of the service of the Notice or such further time as the Authorised Officer may permit, the Authorised Officer may pursue the matter by prosecuting for an offence or by taking any other appropriate steps which may be available for enforcing penalties.
(h) Any person served with an Infringement Notice is entitled to defend the prosecution in Court rather than pay the penalty specified therein.

27. Fines

If a person found by a court to be guilty of an offence under this Local Law then the maximum fine that the magistrate may impose is the same as the maximum specified within the specific provision or where it is not specified a maximum of 10 penalty units may be issued.
CITY OF GREATER BENDIGO

APPENDIX ONE

NOTICE TO COMPLY

TO

(Name)

(Address)

The following constitutes a breach under Clause _________________ of the Council's Local Law No. ____________ (Title ______________________________________)

____________________________________________________________________

____________________________________________________________________

To remedy the breach you must carry out the following, within ________________ days from the date of this Notice.

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

You should contact ____________________________________ (contact officer) at the Municipal Office between the hours of 9:00am and 4:30pm for any further information about this Notice.

If you fail to comply with this Notice you will be guilty of an offence and liable for payment of a penalty of $ and the Authorised Officer may proceed to carry out the work, the cost of which, in addition to the above penalty, you will be liable to pay.

DATE:     /    /    ________________________________

(Name of Authorised Officer)

TELEPHONE:  ________________________________

(Signature of Authorised Officer)

NOTE: if this Notice relates to a contravention of a permit and the Notice is not complied with, the permit may be cancelled. If you do not wish to have the permit cancelled you should comply with the directions in this Notice or show cause to the Council in writing why the permit should not be cancelled.
CITY OF GREATER BEN DIGO

APPENDIX TWO

NOTICE OF IMPOUNDING

TO

(Name)

(Address)

The following item(s) has/have been impounded in accordance with Local Law No.____

(Title ________________________________________________________________)

Describe Items Impounded

____________________________________________________________________

____________________________________________________________________

You may collect the items by attending at the Municipal Office / Depot between the hours of __________ and __________ to see __________________ (Contact Officer) upon providing satisfactory proof of ownership and by paying the following:

Details of Fees and Charges

____________________________________________________________________  $___________

____________________________________________________________________  $___________

____________________________________________________________________  $___________

____________________________________________________________________  $___________

____________________________________________________________________  $___________

____________________________________________________________________  $___________

TOTAL             $___________

If you fail to collect the item(s), or fail to provide satisfactory proof of ownership and pay the required fees and charges by ____________________ (date), the Authorised Officer will proceed to dispose of the item(s) in accordance with Local Law No. 10 - Administration.

DATE:      /         /    ________________________________

(Name of Authorised Officer)

TELEPHONE:     ________________________________

(Signature of Authorised Officer)
CITY OF GREATER BENDIGO
APPENDIX THREE
INFRINGEMENT NOTICE

DATE OF NOTICE: _______________ NO. OF NOTICE: ___________

REG. NO. OF ANY VEHICLE: _______________ (STATE)__________

TO: SURNAME OR ORGANISATION NAME
____________________________________________

OTHER NAMES ____________________________________________

ADDRESS ____________________________________________

I, ________________________________ (name of Authorised Officer)
being a duly Authorised Officer of the above Council have reason to believe that you have
committed an offence against a Local Law of the Council. The nature of the alleged offence
and the amount of the penalty is indicated below:

<table>
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<th>Local Law Number</th>
<th>Clause Number</th>
<th>Nature of Infringement</th>
<th>Penalty</th>
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Other particulars of alleged offence:

TIME: ____________ LOCATION: ________________________________

If you pay the penalty indicated within 28 days from the date of service of this Notice to the
City of Greater Bendigo by:

* CHEQUE or MONEY ORDER for the FULL AMOUNT posted to P0 Box 733,
  Bendigo, 3550
* CHEQUE, MONEY ORDER or CASH for the FULL AMOUNT to Municipal Offices
  at Lyttleton Terrace, Bendigo, 3550.

this matter will not be brought to Court (subject to Clause 25(d) of Local Law 10) and no
conviction will be recorded.

You are entitled to elect to have the matter of the infringement offence heard and
determined in the Court and if you are a child, by the Children's Court in accordance with
the Children, Youth and Families Act 2005.

Should you wish to make any submission concerning this infringement notice contact should
be made with ______________________________

(telephone_________________________) at the Municipal Office.

_________________________________
(Signed by Authorised Officer)
**CITY OF GREATER BENDIGO**

**APPENDIX FOUR**

**PENALTIES FOR INFRINGEMENT NOTICE PURPOSE IN RESPECT OF OFFENCES AGAINST LOCAL LAWS**

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</table>
### Offences Against Local Law No.6 “Itinerant Trading”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Repealed</td>
<td>Repealed</td>
</tr>
<tr>
<td>13</td>
<td>Repealed</td>
<td>&quot;</td>
</tr>
<tr>
<td>14</td>
<td>Repealed</td>
<td>&quot;</td>
</tr>
<tr>
<td>16</td>
<td>Repealed</td>
<td>&quot;</td>
</tr>
<tr>
<td>18</td>
<td>Repealed</td>
<td>&quot;</td>
</tr>
</tbody>
</table>

### Offences Against Local Law No.7 “Parking”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Repealed</td>
<td></td>
</tr>
</tbody>
</table>

### Offences Against Local Law No. 8 “Processes of Municipal Government”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Use of Common Seal</td>
<td>2</td>
</tr>
<tr>
<td>31</td>
<td>Petitions (whole of Clause)</td>
<td>1</td>
</tr>
<tr>
<td>32</td>
<td>Maintenance of Order (whole of Clause)</td>
<td>1</td>
</tr>
<tr>
<td>34(b)</td>
<td>Removal from Chambers</td>
<td>1</td>
</tr>
<tr>
<td>34(c)</td>
<td>Removal from Chambers</td>
<td>1.5</td>
</tr>
</tbody>
</table>

### Offences Against Local Law No.9 “Bendigo Livestock Exchange”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Use of Bendigo Livestock Exchange</td>
<td>2</td>
</tr>
<tr>
<td>14</td>
<td>Sales Before and After Opening or Closing of Market or on non-sale days</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
<td>Pre-sale procedure</td>
<td>2</td>
</tr>
<tr>
<td>18(b)</td>
<td>Allocations</td>
<td>2</td>
</tr>
<tr>
<td>19</td>
<td>Penning of Stock</td>
<td>2</td>
</tr>
<tr>
<td>20</td>
<td>Stock not connected with sale</td>
<td>1</td>
</tr>
<tr>
<td>22</td>
<td>Agents</td>
<td>2</td>
</tr>
<tr>
<td>23</td>
<td>Behaviour</td>
<td>1</td>
</tr>
<tr>
<td>24(b)</td>
<td>Exclusion from the Bendigo Livestock Exchange</td>
<td>2</td>
</tr>
<tr>
<td>25</td>
<td>Dogs</td>
<td>1</td>
</tr>
<tr>
<td>26</td>
<td>Removing the Stock</td>
<td>1</td>
</tr>
<tr>
<td>27</td>
<td>Moving Stock</td>
<td>1</td>
</tr>
<tr>
<td>28(b), (c)</td>
<td>Vehicles</td>
<td>1</td>
</tr>
<tr>
<td>29</td>
<td>Dead/Injured Stock</td>
<td>2</td>
</tr>
<tr>
<td>30</td>
<td>Obstruction</td>
<td>2.5</td>
</tr>
<tr>
<td>31</td>
<td>Selling of sundry items</td>
<td>2.5</td>
</tr>
<tr>
<td>32</td>
<td>Obstruction</td>
<td>1</td>
</tr>
</tbody>
</table>

### Offences Against Local Law No.10 “Administration”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>Offences</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
<td>Compliance with directions</td>
<td>2</td>
</tr>
<tr>
<td>21</td>
<td>Failure to Adhere to Notice to Comply</td>
<td>2</td>
</tr>
<tr>
<td>23</td>
<td>Power of Authorised Officer to Impound</td>
<td>2</td>
</tr>
</tbody>
</table>

### Offences Against Local Law No. 11 “Protection of Public Assets & Control of Building Sites”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>Infringement Notices – Penalty Fixed</td>
<td>2</td>
</tr>
</tbody>
</table>

### Offences Against Local Law No. 12 “Itinerant Trading” 2003

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Permit Required for Itinerant Trading</td>
<td>2</td>
</tr>
<tr>
<td>Clause 28</td>
<td>Non-compliance with permit conditions</td>
<td>2 penalty units</td>
</tr>
<tr>
<td>-----------</td>
<td>--------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Clause 31</td>
<td>Permit holder disrupting or obscuring traffic, etc.</td>
<td>2 penalty units</td>
</tr>
</tbody>
</table>
CITY OF GREATER BENDIGO

APPENDIX FIVE

APPLICATION FOR LOCAL LAW PERMIT

I, ________________________________________________________________

(Name of Applicant)

of ________________________________________________________________

(Address)

wish to apply for a ____________________________________________________

(Type of permit)

The relevant details are as follows:

The address / place to which the permit will relate to is _________________________

____________________________________________________________________

Local Law Number___________________ Section Number _____________

I wish to be able to: _____________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

For further information I may be contacted on ________________________ telephone)

between the following times: _______________ and ______________.

Signed by the Applicant ____________________________________________

Signature of Owner where required ________________________________

Name of Owner ____________________________________________

Address of Owner ____________________________________________
CITY OF GREATER BENDIGO

APPENDIX SIX

LOCAL LAW PERMIT

PERSON TO WHOM ISSUED: __________________________________________

PERMIT NUMBER ______________________________________

A permit is hereby granted under Section __________ of the ________________
________________________________ Local Law No. ________________ for
the
purposes of __________________________________________________________

____________________________________________________________________

and subject to any condition attached and signed by the Authorised Officer.

The address/place to which the permit relates is
_________________________________

If you have any queries regarding these conditions, you should telephone ___________
__________________________________ on ____________________

Failure to comply with these conditions may result in cancellation of the permit and
payment of a penalty.

DATE OF ISSUE OF PERMIT : ______________________________

DATE ON WHICH THIS PERMIT EXPIRES ______________________________

Date : / __________________________________________________________________

Authorised Officer

Fees $ _______________

Paid / /

Receipt Number ______________________

NOTE:

A copy of this permit must be available for inspection at the address / place to which the
permit relates on demand by an Authorised Officer.
CITY OF GREATER BENDIGO

APPENDIX SEVEN

APPLICATION TO APPEAL DECISION TO REFUSE PERMIT

NAME OF APPEALANT: ______________________________________________

POSTAL ADDRESS OF APPEALANT: ________________________________

CONTACT NUMBER : _________________________________________________

APPLICATION DETAILS

APPLICATION NO.: __________________________________________________

WHAT WAS THE APPLICATION FOR___________________________________

____________________________________________________________________

____________________________________________________________________

THE ADDRESS OR PLACE THE APPLICATION RELATES: _________________

____________________________________________________________________

____________________________________________________________________

REASONS OF APPEAL

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Date :         /            / ______________________________________

Signature of Appellant

Fees $ _____________

Paid         /          /

Receipt Number   ______________________