



CORPORATION OF THE CITY OF ADELAIDE

By-law made under the Local Government Act 1999

PERMITS AND PENALTIES BY-LAW 2024

By-law No. 1 of 2024

To provide for a permit system, set penalties for breaches of by-laws, provide for certain matters pertaining to liability and evidence, set regulatory requirements, clarify the construction of Council's by-laws and for related purposes.

Part 1 – Preliminary

1. Short Title

This by-law may be cited as the *Permits and Penalties By-law 2024*.

2. Commencement

This by-law will come into operation four months after the day on which it is published in the *Gazette* in accordance with Section 249(5) of the *Local Government Act 1999*.

3. Definitions

3.1 In any by-law of the Council, unless the contrary intention is clearly indicated:

3.1.1 **person** includes a natural person, a body corporate, an incorporated association and an unincorporated association;

3.1.2 **the Council** means the Corporation of the City of Adelaide;

3.1.3 **permission** means the permission of the Council, or such other person as the Council may by resolution authorise for that purpose, given in writing prior to the act, event or activity to which it relates.

3.2 In this by-law:

3.2.1 **Approved Form** means the form approved from time to time by the Chief Executive Officer of the Council;

3.2.2 **Authorised Person** has the same meaning as in the *Local Government Act 1999*;

3.2.3 **Drive** and **Driver** have the same meaning as in the *Road Traffic Act 1961*;

- 3.2.4 **Food Business** has the same meaning as in the *Food Act 2001*;
- 3.2.5 **Local Government Land** has the same meaning as in the Council's *By-law No. 3 – Local Government Land*;
- 3.2.6 **Owner** has the same meaning as in the *Road Traffic Act 1961*;
- 3.2.7 **Premises** has the same meaning as in the *Food Act 2001*;
- 3.2.8 **Prescribed Offence** means an offence against a by-law of the Council relating to the driving, parking or standing of vehicles;
- 3.2.9 **Proprietor** has the same meaning as in the *Food Act 2001*;
- 3.2.10 **Road** has the same meaning as in the *Local Government Act 1999*;
- 3.2.11 **Vehicle** has the same meaning as in the *Road Traffic Act 1961* and the *Australian Road Rules*;
- 3.2.12 **Writing** includes both paper and electronic format.

Part 2 – Permits

4. Council May Grant Permits

If any by-law of the Council states that a person needs a 'permit' or 'permission' to do a specified thing, then the following provisions apply:

- 4.1 The permit must be in writing.
- 4.2 The Council may:
 - 4.2.1 attach conditions to the permit;
 - 4.2.2 change or revoke a condition, by notice in writing; or
 - 4.2.3 add new conditions, by notice in writing.
- 4.3 A person who holds a permit must comply with every condition attached to it. Failure to do so constitutes a breach of this by-law.
- 4.4 The Council may revoke a permit, by notice in writing, if:
 - 4.4.1 a condition of the permit is breached; or
 - 4.4.2 the Council has reasonable grounds for its revocation.
- 4.5 The Council may, by resolution, fix, vary or revoke fees or charges for the granting of a permit to do a specified thing.

Part 3 – Enforcement

5. Offences and Penalties

- 5.1 A person who contravenes, or fails to comply with any by-law of the Council is guilty of an offence and is liable to a maximum penalty being the maximum penalty referred to in the *Local Government Act 1999*, which may be fixed for offences against a by-law.
- 5.2 A person who is found guilty of an offence against any by-law of the Council in respect of a continuing act or omission is liable, in addition to the penalty otherwise applicable, to a further penalty being the maximum amount referred to in the *Local Government Act 1999* which may be fixed for offences of a continuing nature against a by-law.

6. Liability of Vehicle Owners and Expiation of Certain Offences

- 6.1 Without derogating from the liability of any other person, but subject to this clause, if a Vehicle is involved in a Prescribed Offence, the Owner of the Vehicle is guilty of an offence and liable to the same penalty as is prescribed for the principal offence and the expiation fee that is fixed for the principal offence applies in relation to an offence against this clause.
- 6.2 The Owner and Driver of a Vehicle are not both liable through the operation of this clause to be convicted of an offence arising out of the same circumstances, and consequently conviction of the Owner exonerates the Driver and conversely conviction of the Driver exonerates the Owner.
- 6.3 An expiation notice or expiation reminder notice given under the *Expiation of Offences Act 1996* to the Owner of a Vehicle for an alleged Prescribed Offence involving the Vehicle must be accompanied by a notice inviting the Owner, if they were not the Driver at the time of the alleged Prescribed Offence, to provide the Council or officer specified in the notice, within the period specified in the notice, with a statutory declaration:
- 6.3.1 setting out the name and address of the Driver; or
- 6.3.2 if they had transferred Ownership of the Vehicle to another prior to the time of the alleged offence and have complied with the *Motor Vehicles Act 1959* in respect of the transfer - setting out details of the transfer (including the name and address of the transferee).
- 6.4 Before proceedings are commenced against the Owner of a Vehicle for an offence against this section involving the Vehicle, the complainant must send the Owner a notice:
- 6.4.1 setting out particulars of the alleged Prescribed Offence; and
- 6.4.2 inviting the Owner, if they were not the Driver at the time of the alleged Prescribed Offence, to provide the complainant, within 21 days of the date of the notice, with a statutory declaration setting out the matters referred to in clause 6.3.
- 6.5 Clause 6.4 does not apply to:

- 6.5.1 proceedings commenced where an Owner has elected under the *Expiation of Offences Act 1996* to be prosecuted for the offence; or
 - 6.5.2 proceedings commenced against an Owner of a Vehicle who has been named in a statutory declaration under this section as the Driver of the Vehicle.
- 6.6 Subject to clause 6.7, in proceedings against the Owner of a Vehicle for an offence against this clause, it is a defence to prove:
- 6.6.1 that, in consequence of some unlawful act, the Vehicle was not in the possession or control of the Owner at the time of the alleged Prescribed Offence; or
 - 6.6.2 that the Owner provided the complainant with a statutory declaration in accordance with an invitation under this clause.
- 6.7 The defence in clause 6.6.2 does not apply if it is proved that the Owner made the declaration knowing it to be false in a material particular.
- 6.8 If:
- 6.8.1 an expiation notice is given to a person named as the alleged Driver in a statutory declaration under this clause; or
 - 6.8.2 proceedings are commenced against a person named as the alleged Driver in such a statutory declaration,
- the notice or summons, as the case may be, must be accompanied by a notice setting out particulars of the statutory declaration that named the person as the alleged Driver.
- 6.9 The particulars of the statutory declaration provided to the person named as the alleged Driver must not include the address of the person who provided the statutory declaration.

Part 4 – Food Business Notification

7. Food Business Notification Confirmation

- 7.1 Upon receipt and processing of a written notice received from the Proprietor of a Food Business in accordance with Section 86 of the *Food Act 2001* the Council will issue the Proprietor with a food business notification confirmation, in the Approved Form, evidencing that the Proprietor has complied with their obligations pursuant to Section 86 of the *Food Act 2001*.
- 7.2 The Proprietor of a Food Business must, at all times, keep a copy of the food business notification confirmation issued to them by the Council displayed in a prominent position on the Premises of the Food Business that is clearly visible from the outside of the Premises to potential customers, members of the public and passers-by.

Part 5 – Miscellaneous

8. Evidence

In proceedings for a Prescribed Offence, an allegation in an Information¹ that:

- 8.1 a specified place was a Road or Local Government Land; or
- 8.2 a specified Vehicle was driven, parked or left standing in a specified place; or
- 8.3 a specified Vehicle was parked or left standing for the purposes of soliciting business from a person or offering or exposing goods for sale; or
- 8.4 a specified place was not set aside by the Council for the purposes of the driving, parking or standing of vehicles; or
- 8.5 a specified person was an Authorised Person; or
- 8.6 a specified provision was a condition of a specified permit granted under paragraph 4 of this by-law; or
- 8.7 a specified person was the Owner or Driver of a specified vehicle; or
- 8.8 a person named in a statutory declaration under paragraph 6 of this by-law for the Prescribed Offence to which the declaration relates was the Driver of the Vehicle at the time at which the alleged offence was committed; or
- 8.9 an Owner or Driver of a Vehicle for a Prescribed Offence was given notice under paragraph 6 of this by-law on a specified day,

is proof of the matters so alleged in the absence of proof to the contrary.

9. Construction

Every by-law of the Council is subject to any Act of Parliament and Regulations made thereunder.

10. Revocation

Council’s *By-law No. 1 – Permits and Penalties*, published in the *Gazette* on 23 August 2018, is revoked on the day on which this by-law comes into operation.

The foregoing by-law was duly made and passed at a meeting of the Council of the Corporation of the City of Adelaide held on the _____ day of _____ 2024 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
 Michael Sedgman
 Chief Executive Officer

¹ **Information** means an Information and Summons filed for the purposes of commencing prosecution proceedings against a defendant in accordance with the *Joint Criminal Rules 2022*.