



TO ALL LOCAL GOVERNMENTS

CIRCULAR N^o 28-2005

**MINISTER'S DIRECTIONS – LOCAL LAWS EXPLANATORY
MEMORANDA TO THE JOINT STANDING COMMITTEE ON DELEGATED
LEGISLATION**

The Minister for Local Government and Regional Development has approved the attached new Local Law Explanatory Memoranda Directions under section 3.12(7) of the *Local Government Act 1995*.

These Directions set out the information to be sent to the Parliament's Joint Standing Committee on Delegated Legislation when a local government has adopted a local law.

These new Directions apply for all Explanatory Memoranda that are completed after 7 November 2005 for forwarding to the Committee. Your assistance is sought to ensure that officers who are involved with local law matters are provided with copies of these Directions.

To aid officers in completing the information, examples of a completed Explanatory Memorandum (EM), the EM Checklist and Other Information are provided with the Directions. A departmental "Help Guide for Documentation" is also attached.

Should you have any enquiries about these matters, please contact Tony Becker at the Department on 9217 1581 or Kerry-Jayne Braat at the Committee on 9222 7300.

Cheryl Gwilliam
DIRECTOR GENERAL

9 November 2005

Att



HELP GUIDE FOR DOCUMENTATION

Use this guide to check that you have sent in the necessary documentation.

1. Completed Explanatory Memorandum: One hard copy and one electronic copy attached
2. Completed Checklist: One hard copy attached
3. Copy of the local law as it appears in the *Government Gazette* (final electronic copy submitted to the State Law Publisher will be accepted, not final drafts):
One hard copy and one electronic copy attached
4. Other Information:

<i>Type of format</i>	<i>Attached</i>	<i>N/A</i>
(a) <u>If amending a local law</u> Attach one electronic copy of the principal local law with all amendments consolidated to a date immediately prior to the amendment local law being submitted for scrutiny; OR	<input type="checkbox"/>	<input type="checkbox"/>
(b) <u>If using a WALGA <i>pro forma</i></u> The <i>pro forma</i> must be identified by name and page number in the relevant edition of the WALGA Local Laws Manual and the local government must identify to what extent, if any, the local law differs from the text contained in the WALGA <i>pro forma</i> ; OR	<input type="checkbox"/>	<input type="checkbox"/>
(c) <u>If adopting the text of the local law of another local government (a gazettal by reference)</u> If the local law text adopted is based on a WALGA <i>pro forma</i> , the local government must identify to what extent, if any, the adopted text differs from the text contained in the WALGA <i>pro forma</i> ; OR	<input type="checkbox"/>	<input type="checkbox"/>
(d) <u>If using a model local law made by the Governor under s.3.9 of the Act</u> The Explanatory Memorandum must contain the title of the model and the gazettal date, and clearly identify any variations made to the standard model wording and the reasons for the changes.	<input type="checkbox"/>	<input type="checkbox"/>