



Application to register an Alfresco Dining Area (& information)

APPLICANT DETAILS

Name

Company Name

Postal Address..... Post Code

Phone (Work).....(Home).....(Mobile).....

Email

PROPERTY DETAILS

Name of Premises

Full Address..... Post Code.....

Owner (if leased)..... Contact Number.....

Title encumbrances (e.g. easements, restrictive covenants).....

.....

ALFRESCO AREA DETAILS

Length..... Width..... Total Area.....

Days and times of operation.....

.....

ATTACHMENTS

In order to process your application please include the following attachments with your application:

- One copy of site plans (A3 to scale 1:50) showing:**
 - Dimensions of the proposed area, including any means of separation to the street or public place
 - The front of the business showing windows and entrances and uses of adjacent businesses
 - Location of pedestrian access areas and service access areas
 - Location of any parking bays adjacent to the alfresco dining area
 - The footpath and verge including road and fixtures (street furniture, bins, trees, phone booths etc)
 - The proposed position, number and location of chairs and tables including dimensions

For umbrellas, planter boxes and other removable fixtures:

- The proposed location and dimensions of each item on the site plan
- Cross section of installation of safety covers in the footpath for umbrellas
- Proposed location for removal and installation of any council owned fixtures

Colour photographs or brochures of all furniture

Details of how furniture will be prevented from being wind affected

I have read the City of Fremantle Local Laws Relating to Alfresco Dining Areas and understand the requirements in making this application.

Signature of Applicant Date.....

ALFRESCO DINING AREA FEES

Zone 1: \$106.40 per sqm

Zone 2: 70.90 per sqm

Zone 3: \$ 35.40 per sqm

Information for applicants:

Please submit all of the required information otherwise your application will be returned.

After submission of your application and all the required documentation has been received, the licensing officer will contact you to arrange an inspection of the proposed area to ensure compliance with the local laws. If approved you will receive a letter and invoice for the annual license. Brass plaques will be installed in the pavement denoting the approved alfresco dining area and all items must remain within this area at all times for public safety. Note that the City of Fremantle reserves the right to revoke an alfresco dining area license at any time.

Please note that pedestrian and disabled access ways must be a minimum of 1.8m wide.

PAYMENT INFORMATION

Cheques made payable to “City of Fremantle”

Payment can be made by the following options:

BY MAIL:

Environmental Health Services
City of Fremantle
PO Box 807, FREMANTLE WA 6959

IN PERSON:

City of Fremantle
Cashier
Fremantle Oval, 70 Parry St, FREMANTLE WA 6160

Enquiries: Environmental Health Services – 9432 9999 or health@fremantle.wa.gov.au

Please read the following thoroughly. This part is for your information and should not be submitted with your application.

LOCAL LAWS RELATING TO ALFRESCO DINING AREAS

1.5 Interpretation

In this local law, unless the context otherwise requires –

Act means the *Local Government Act 1995*;

alfresco dining area means an area in which tables, chairs and other structures are provided for the purpose of the supply of food or beverages or both to the public or the consumption of food or beverages or both by the public;

alfresco dining means outdoor dining or drinking or both in a public place;

authorised person means the CEO or any other person authorised by the local government under section 9.10 of the Act to be an authorised person for the purposes of enforcing the provisions of this local law;

CEO means the Chief Executive Officer of the local government;

Council means the Council of the local government;

district means the district of the local government;

food business has the same meaning as the *Food Act 2008*;

fee means a fee or charge imposed under sections 6.16 to 6.19 of the Act;

furniture means chairs, tables, waiter's stations, planter boxes, umbrellas, screens, barriers, awnings, portable gas heaters and any other structure set up in the alfresco dining area;

Health Act means the *Health Act 1911*;

licence means a licence issued by the local government under this local law to set up and conduct an alfresco dining area;

licence period means the period referred to in clause 2.9;

licence plan means a plan attached to and forming part of a licence depicting the parts of a street or public place within which an alfresco dining area may be set up and conducted;

licensee means a proprietor of a food business who holds a valid licence;

Liquor Control Act means the *Liquor Control Act 1988*;

local government means the City of Fremantle;

local public notice has the meaning given to it in section 1.7 of the Act;

month means calendar month;

nuisance means –

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or

- (c) interference which causes material damage to land or other property on the land affected by the interference;

public place means any thoroughfare, pedestrian mall or local government property;

proprietor has the same meaning as the *Food Act 2008*;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

utility means any public or private body which provides an essential service, such as electricity, gas, water, drainage, sewerage, telecommunications or traffic control, and has equipment on, in or under a public place for that purpose;

valid, in relation to a licence issued under this local law, means current and for which all the associated fees have been paid in full; and

vehicle crossing means a crossing used by vehicles to allow access from a thoroughfare to private land or a private thoroughfare.

Part 2 - Licence

2.1 Licence required

Unless exempt under clause 2.2, a person shall not set up or conduct an alfresco dining area in any public place –

- (a) other than in a portion of a public place adjoining a food business;
- (b) unless the person is the proprietor of a food business or is acting on behalf of the proprietor of a food business referred to in paragraph (a);
- (c) unless the person is the holder of a valid licence issued under this local law; and
- (d) other than in accordance with the licence plan and any terms and conditions set out in, or applying in respect of, the licence.

2.2 Exemptions

- (1) The local government may exempt a person or class of persons in writing from the requirement to have a licence.
- (2) Any exemption in subclause (1) may be exercised-
 - (a) on the application of a person; or
 - (b) at the local government's discretion.
- (3) An exemption in subclause (1) may be given subject to any conditions the local government sees fit.
- (4) An exemption may apply to, or be in respect of –
 - (a) a particular event, street festival, carnival or activity approved by the Local government;
 - (b) particular goods or services; or

(c) a period of time.

2.3 Application for a licence

- (1) A person who is required to obtain a licence under this local law shall apply for the licence in accordance with subclause (2).
- (2) An application for a licence under this local law shall-
 - (a) be in the form determined by the local government;
 - (b) be signed by the proprietor of a food business adjacent to the portion of the public place to which the application relates;
 - (c) provide the information required by the form; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining the application.
- (4) The local government may require an applicant to give local public notice of the application for a licence.
- (5) The local government may refuse to consider an application for a licence which is not in accordance with subclause (2) or where the applicant has not complied with subclauses (3) or (4).

2.4 Relevant considerations in determining application for licence

In determining an application for a licence, the local government is to have regard to –

- (a) any relevant policies of the local government; and
- (b) any other matters that it considers to be relevant.

2.5 Decision on application for licence

- (1) The local government may, in respect of an application for a licence-
 - (a) approve the application unconditionally or subject to any conditions; or
 - (b) refuse to approve the application.
- (2) The local Government may refuse an application for a license if it its opinion –
 - (a) the proposed alfresco area does not conform with the requirements of this local law or any other relevant law;
 - (b) the proposed alfresco area does not conform with the requirements of any relevant policies of the local government;
 - (c) the use of the proposed alfresco area is likely to cause a nuisance; or

- (d) the proposed licensee has been convicted during the preceding 5 years of an offence against –
 - (i) this local law;
 - (ii) the Health Act;
 - (iii) the Liquor Control Act; or
 - (iv) any other written law that affects alfresco dining.
- (3) If the local government approves an application for a licence, it is to issue to the applicant a licence in the form determined by the local government.
- (4) If the local government refuses to approve an application for a licence, it is, as soon as practicable after the decision is made –
 - (a) to give the applicant written notice of, and written reasons for, the refusal; and
 - (b) to inform the applicant of his or her rights, under Part 9, Division 1 of the Act, to object to, and apply for a review of, the decision.
- (5) Where a clause of this local law refers to conditions which may be imposed on a licence of which are to be taken to be imposed on a licence, the clause does not limit the power of the local government to impose other conditions on the licence under subclause (1)(a).

2.6 Conditions which may be imposed on a licence

The local government may approve an application for a licence subject to conditions relating to –

- (a) the area or location to which the licence applies;
- (b) the number, type, form and construction, as the case may be, of any furniture which may be used in the alfresco dining area;
- (c) the care, maintenance and cleaning of any furniture used in the alfresco dining area;
- (d) the removal and storage of furniture used in the alfresco dining area prior to the closure of the adjacent food business;
- (e) the alfresco dining area not impeding or obstructing a public place used by either pedestrians or vehicles;
- (f) the requirement to maintain clear sight lines for vehicles entering or leaving a thoroughfare or a vehicle crossing;
- (g) the obtaining of public risk insurance in an amount and on the terms reasonably required by the local government;
- (h) the grant of another approval, permit, licence or authorisation which may be required under any written law;
- (i) the duration and commencement of the licence;
- (j) the placement of advertising on furniture within the alfresco dining area;
- (k) the payment of all fees, charges, rates and taxes levied or incurred as a result of the establishment and operation of the alfresco dining area;

- (m) the payment of costs associated with the local government preparing the public place for the use as an alfresco dining area including but not limited to the reshaping of footpaths and marking the boundaries of the alfresco dining area.

2.7 Compliance with conditions

Where –

- (a) an application for a licence has been approved subject to conditions; or
 - (b) a licence is to be taken to be subject to conditions under this local law,
- the licensee shall comply with each of those conditions.

2.8 Amendment of licence conditions

- (1) A licensee may apply in writing to the local government to amend any of the terms of conditions of the licence.
- (2) The local government may, in respect of an application under subclause (1) –
 - (a) amend the licence, either in accordance with the application or otherwise as it sees fit; or
 - (b) decline to amend the licence.
- (3) The local government may, at any time, amend any of the terms and conditions of the licence.
- (4) If the local government amends a licence under this clause, it is to notify the licensee in writing of the amendment as soon as practicable after the amendment is made and, unless otherwise specified in the amendment, the amended term or condition, or both, of the licence apply from the date of the notification.
- (5) If the local government amends a licence otherwise than in accordance with an application from the licensee, it is, as soon as practicable after the decision to amend is made –
 - (a) to give the licensee written notice of, and written reasons for, its decision to amend; and
 - (b) inform the licensee of his or her rights, under part 9, Division 1 of the Act, to object to, and apply for a review of, the decision.

2.9 Duration of licence

A licence is valid for twelve months from the date on which it is issued, unless it is –

- (a) otherwise stated in this local law or in the licence; or
- (b) cancelled under clause 2.12

2.10 Renewal of licence

- (1) A licensee may renew the licence by paying the fee imposed and determined by the local government.
- (2) The provisions of the local law relevant to the licence which is to be renewed shall apply, with such modifications as are required, to an application for the renewal of a licence.

2.11 Transfer of licence

- (1) An application for the transfer of a valid licence is to –
 - (a) be in the form determined by the local government;
 - (b) provide the information required by the form;
 - (c) be signed by the licensee and the proposed transferee of the licence: and
 - (d) be forwarded to the CEO together with any transfer fee imposed and determined by the local government.
- (2) The local government may refuse to consider or determine an application for the transfer of a licence, which is not in accordance with subclause (1).
- (3) The local government may approve an application for the transfer of a licence, refuse to approve it or approve it subject to such terms and conditions as it sees fit, and if it is approved, the proposed transferee shall become the licensee from the date of the approval.

2.12 Cancellation of suspension of licence

- (1) A licence may be cancelled by the local government on any one or more of the following grounds –
 - (a) the licensee has not complied with –
 - (i) a condition of the licence; or
 - (ii) a provision of this local law or any other written law which may relate to the activity regulated by the licence;
 - (b) if it is relevant to the activity regulated by the licence –
 - (i) the licensee is an undischarged bankrupt, or is in liquidation;
 - (ii) the licensee has entered into a composition arrangement with creditors; or
 - (iii) a manager, administrator, trustee, receiver, or receiver and manager, is appointed in relation to any part of the licensee's undertakings or property;
 - (c) the proprietor of the food business changes; or
 - (d) the setting up or conduct of the alfresco dining area, or the behaviour of customers within the alfresco dining area, is causing a nuisance.
- (2) The local government may cancel or suspend a licence if the local government or a utility requires access to or near the place to which a licence applies, for the purposes of the carrying out works in or near the vicinity of that place.
- (3) If the local government cancels or suspends a license under this clause, it is, as soon as practicable after the decision is made –
 - (a) to give the licensee written notice of, and reasons for, the decision; and
 - (b) inform the licensee of his or her rights, under part 9, Division 1 of the Act, to object to, and apply for review of, the decision; and

- (c) the cancellation or suspension takes effect from the date on which the licensee is served with the cancellation or suspension notice.
- (4) On the cancellation of a licence, the licensee shall return the licence as soon as practicable to the local government.
- (5) On the cancellation or suspension of a licence, the licensee is, subject to subclause (6), to be taken to have forfeited any fees paid in respect of the licence.
- (6) Where a licence is cancelled or suspended through no fault of the licensee, the local government shall refund to the licensee all or part of the license fee in respect of what would otherwise have been the balance of the terms of the licence.

2.13 Display and production of licence

A licensee shall produce to an authorised person his or her valid licence immediately on being required to do so by an authorised person.

Part 3 – Enforcement

3.1 Direction of authorised person to be obeyed

- (1) A licensee who is given a lawful direction by an authorised person shall comply with that direction.
- (2) A licensee shall not obstruct or hinder an authorised person in the performance of that person's duties.

3.2 Notice to repair damage to public place

Where any portion of a public place has been damaged as a result of the use of that public place as an alfresco dining area, the local government may, by notice to the licensee, order the licensee to repair or replace that portion of the public place to the satisfaction of the local government.

3.3 Removal and impounding of goods

Where an alfresco dining area is conducted without a licence or in contravention of a condition of a licence, any furniture may be removed and impounded under regulation 29 of the Regulations by an authorised person.

3.4 Public access

No person shall set up or conduct an alfresco dining area that prohibits public access to that area unless that area is located on private land.

3.5 Offences

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against a clause specified in the schedule 1 of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (3) A person who commits an offence under this local law shall be liable, on conviction to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional

penalty not exceeding \$500 for each day of part of a day during which the offence has continued.

3.6 Infringement and infringement withdrawal notice

For the purposes of this local law –

- (a) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
- (b) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

3.7 Offence description and Modified Penalty

The amount appearing in the final column of Schedule 1 directly opposite an offence described in that schedule is the modified penalty for that offence.

3.8 Authorised persons

Unless expressly state otherwise by the local government, a person appointed by the local government to be an authorised person for the purposes of this local law is taken to have also been appointed by the local government to be an authorised person for the purposes of sections 9.13 and 9.16 of the Act in relation to offences against this local law.

Schedule 1
City of Fremantle
Alfresco Dining Amendment Local Law 2014
Offences and Modified Penalties

Item no.	Clause No.	Nature of Offence	Modified Penalty \$
1	2.1(c)	Set up or conduct an alfresco dining area without a valid licence	300
2	2.7	Failure to comply with a condition of licence	100
3	2.13	Failure to produce to an authorised person a valid licence when requested to do so	100
4		Other offences not specified	100

Dated 26 March of 2015 .

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

Brad Pettitt
Mayor

Graeme Mackenzie
Chief Executive Officer