



## SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Tuesday 28 September 2021. If attending the meeting, please arrive by 2:55pm to register your attendance.

### **Program**

3.00pm – 5.00pm

Ordinary Meeting

A handwritten signature in black ink, appearing to read "S. Gollan", written over a horizontal line.

Stephen Gollan  
Chief Executive Officer

23 September 2021

### **DISCLAIMER**

*The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Beverley warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Beverley for any act, omission or statement or intimation occurring during a Council meeting.*



**28 September 2021**

**ORDINARY MEETING**

**AGENDA**

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## **1. OPENING**

The Chairperson to declare the meeting open.

## **2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

### **2.1 Members Present**

Cr DW Davis                      Shire President  
Cr CJ Pepper                     Deputy President  
Cr P Gogol  
Cr CJ Lawlor  
Cr SW Martin  
Cr TF McLaughlin  
Cr TWT Seed  
Cr DC White

### **2.2 Staff In Attendance**

Mr SP Gollan                    Chief Executive Officer  
Mr SK Marshall                Deputy Chief Executive Officer  
Mr SP Vincent                 Manager of Works  
Mr BS de Beer                 Manager of Planning and Development Services  
Mrs A Lewis                    Executive Assistant

### **2.3 Observers And Visitors**

### **2.4 Apologies and Approved Leave of Absence**

### **2.5 Applications for Leave of Absence**

## **3. DECLARATIONS OF INTEREST**

## **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **5. PUBLIC QUESTION TIME**

## **6. CONDOLENCES**

The Shire of Beverley flew the flag at half-mast, as a mark of respect to:

WARE

Mervyn Noel

11 September 2021

## **7. CONFIRMATION OF MINUTES**

### **7.1 Minutes Of The Ordinary Council Meeting Held 24 August 2021**

#### **OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 24 August 2021 be confirmed.

## **8. TECHNICAL SERVICES**

### **8.1 Tender RFT 02/2122 – Bitumen Supply and Delivery**

<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>22 September 2021</b>
<b>Applicant:</b>	<b>Various Tenderers</b>
<b>File Reference:</b>	<b>ADM 0436</b>
<b>Author and Position:</b>	<b>Stephen Vincent, Manager of Works</b>
<b>Previously Before Council:</b>	<b>Occurs Annually</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

#### **SUMMARY**

Council to consider awarding the Bitumen Tender for the 2021/22 bitumen works program.

#### **BACKGROUND**

Tenders were called for the supply and delivery of bitumen products and services using the WALGA E-quote system which closed on 2 September 2021. This request was sent to five bitumen supply companies, only two tenders were received.

Fulton Hogan have let me know that they are fully committed with Main Roads projects and will not be putting a tender in this year.

#### **COMMENT**

The following tender prices were received, all prices are ex GST.

	<b>OVER 25,000 Litres per day Primer Seal</b>	<b>Shire to supply metal</b>	
	(95/5) \$ per L	contract \$ per m <sup>2</sup>	Spreader truck / \$ per hr
BITUTEK	\$1.09	\$3.15	\$125
BITUMEN SURFACING	\$1.19	\$4.06	\$115

These prices equate to the following overall estimated costs for this years proposed bitumen works.

	<b>Primer 95/5</b>	<b>Reseals 98/2</b>	<b>Truck hire</b>	
	<b>114,903 L</b>	<b>31,170 M<sup>2</sup></b>	<b>92 hrs</b>	<b>TOTALS</b>
BITUTEK	\$ 25,244.00	\$ 98,186.00	\$11,500.00	<b>\$234,930.00</b>
BITUMEN SURFACING	\$136,735.00	\$126,550.00	\$10,580.00	<b>\$273,865.00</b>

Based on price, Bitutek would be the preferred supplier. We have used them in previous years and have been happy with their services.

Bitumen Surfacing would also be very capable of carrying out these works, however are more expensive and have a smaller fleet of vehicles.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officers Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as sufficient funds are allocated in the 2021/22 Annual Budget. The CEO therefore provides this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 and Local Government (Functions and General) Regulations 1996.*

Regulation 11 (2b) of the *Local Government (Functions and General) Regulations 1996* provides that Tenders do not have to be publicly invited according to the requirements of this Division if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA.

### **CONSULTATION**

Tender Process

### **FINANCIAL IMPLICATIONS**

Funds for bitumen works have been included in the 2021/22 budget, these were budgeted at \$1.20 per litre for primer seals, \$3.20 per m<sup>2</sup> for reseals and \$125 per hour truck hire. Total allocation of \$249,128.00

This years bitumen compared to last year has increased by 25% for the primer seals and 15% for the contract reseals.

### **STRATEGIC IMPLICATIONS**

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.1 Performance and structure of roads are included in our road management plan, communicated to Council and the community.

Strategy 1.2 Shire assets are prepared for commercial and population increases.

### **POLICY IMPLICATIONS**

AF007 Purchasing and Procurement

### **RISK IMPLICATIONS**

If no tender is awarded the works program will be delayed.

<b>Consequence</b>	<b>Insignificant</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Catastrophic</b>
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

<b>Risk Rating</b>	<b>Action</b>
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## **VOTING REQUIREMENTS**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

That the tender received from Bitutek for the 2021/22 supply of bitumen products and services as tendered, primer seal at \$1.09 per litre, full contract reseals (less aggregate) at \$3.15 per square metre and spreader truck hire \$125 per hour be accepted.



## **9. PLANNING SERVICES**

### **9.1 Proposed Amendment to Building Envelope - Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>DJ, AJ &amp; AN King</b>
<b>File Reference:</b>	<b>MAI 51738</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Application Letter, Existing &amp; Proposed Envelope</b>

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#### **SUMMARY**

An application has been received to amend the location of the building envelope on Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The applicant is proposing to amend the location of the building envelope on the abovementioned lot from its current location to further away from the Common Property – internal access way (Lot 10 on Survey Strata Plan 68980). Please refer to existing building envelope plan & new proposed building envelope plan, attached hereto.

The subject property is zoned ‘*Rural*’ in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS3), is 41.0285 ha in extent and vacant.

#### **COMMENT**

As per the application letter, the amended building envelope location will result in better land management and enjoyment of the property and is supported.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire’s Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council’s consideration.

#### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley’s Local Planning Scheme No. 3.

#### **CONSULTATION**

No consultation was deemed required.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

## STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

## POLICY IMPLICATIONS

There are no policy implications relative to this application.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council grant approval for an amendment to the building envelope at Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley subject to the following condition and advice notes:

### Condition:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.

### Advice Notes:

Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 2: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

## Attachment 9.1

To Stefan De Beer  
Manager of Planning & Development Services

We are writing to you to request to move the building envelope from the original location as per the attached plan (not to scale), at Lot 8 Maitland Road, Beverley.

The reason for this request is so that we can have a paddock at the front of the land and take in the spectacular views over the property.

The location of the new building plan is approximately 150 metres from the front fence on Maitland Road and 75 metres from the boundary fence adjoining Lot 7.

There is no vegetation/trees/shrubs at this location.

We eagerly await your permission with this request.

Regards

  
Amanda King

21/06/2021

  
Andre King

  
Dylan King



## **9.2 Subdivision Application WAPC 161256: Lots 1240 & 2414 Dongerdilling Road, East Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>AJ Marsh – on behalf of JA &amp; EA Heal</b>
<b>File Reference:</b>	<b>PL 161256</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Subdivision Plan and Application Documentation</b>

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### **SUMMARY**

An application had been received for the subdivision of Lots 1240 & 2414 Dongerdilling Road, East Beverley. The application will be recommended for approval.

### **BACKGROUND**

An application has been received from the *Western Australian Planning Commission* (WAPC) to realign farm boundaries as per the attached sketch plan. The subject lots are Zoned 'Rural' in terms of the Shire of Beverley Local Planning Scheme No. 3.

The subject properties contain a variety of agricultural related sheds and a Homestead.

Parent Lot sizes are as follows:

Lot 1240: 41.04 ha  
Lot 2414: 34.72 ha

### **COMMENT**

The subdivision proposal to realign farm boundaries accords with the aims of the *Shire of Beverley Local Planning Strategy, the Shire of Beverley Local Planning Scheme No. 3* as well as the *WAPC Development Control Policy 3.4 – Subdivision of rural land*.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

Subdivision and amalgamation is determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Beverley's planning framework. Council's recommendation is considered when determining the application.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

## STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

## POLICY IMPLICATIONS

There are no policy implications relative to this application.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## VOTING REQUIREMENTS

Simple Majority

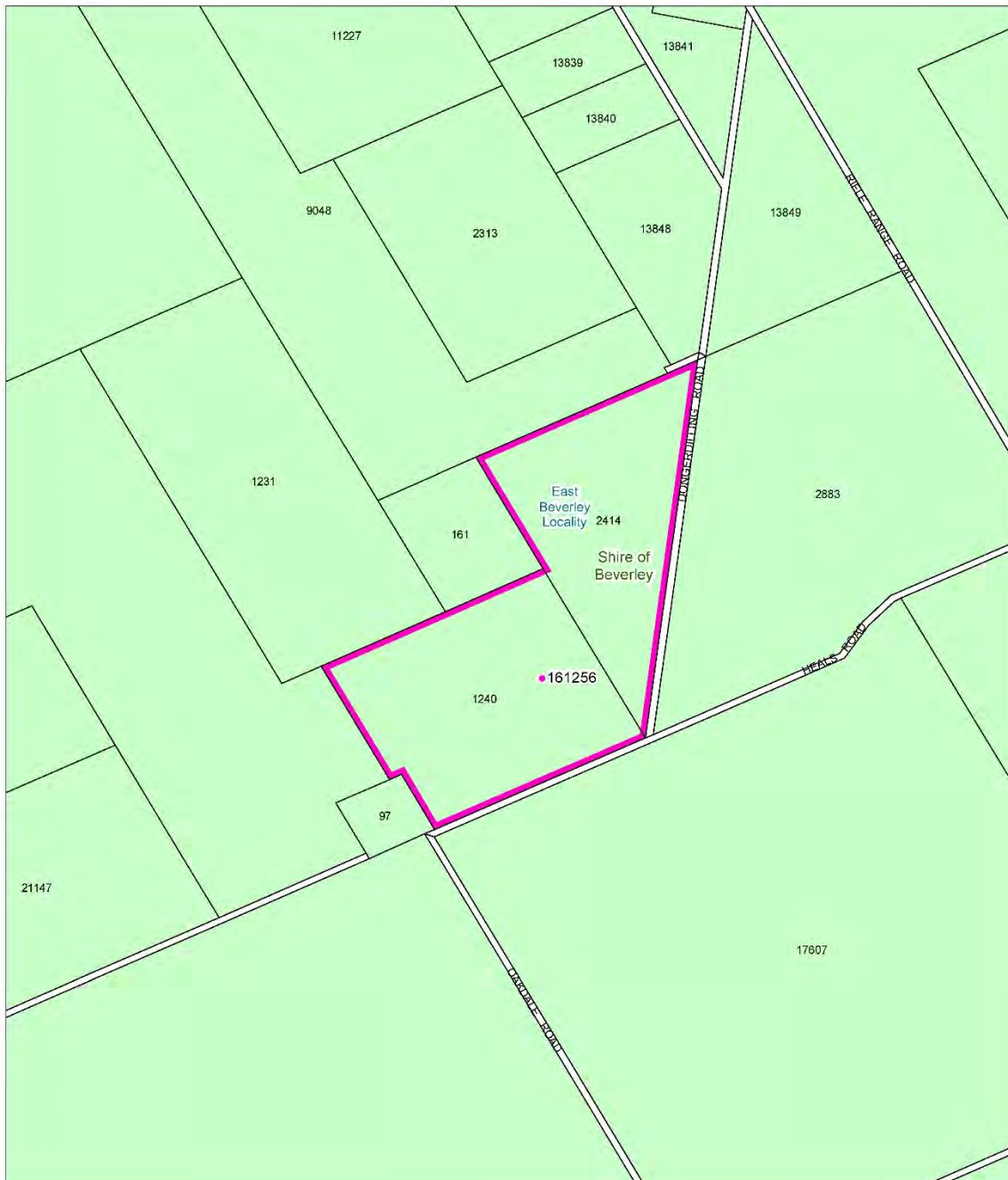
## OFFICER'S RECOMMENDATION

That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 161256 for the subdivision of Lots 1240 & 2414 Dongerdilling Road, East Beverley, be supported.

## Advice Note

1. The Commission's approval should not be construed as an approval for development on any of the lots proposed.

Attachment 9.2



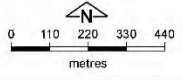
**Location Plan for:  
Subdivision Application**  
This data is to be used only for the processing of a Subdivision Application  
Application Number: **161256**  
Decision: **Outstanding**  
Printed: **25/08/2021**

**Application Status**  
Outstanding  
**Existing LPS Zones and Reserves**  
Local road  
Rural

**Easements and Referrals**  
**Region Scheme Reserves**  
**Localities & Local Government Boundaries**  
Local government boundary  
Locality



Produced by Data Analytics,  
Department of Planning, Lands and Heritage, Perth WA  
Base information supplied by  
Western Australian Land Information Authority SLIP 1180-2020-1







### **9.3 Development Application – Outbuilding (Agricultural Storage Shed) – Lot 16914 on DP142225 – Blechy’s Road (off Clulow Road)**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>S &amp; JJ Lottering</b>
<b>File Reference:</b>	<b>BLE 51152</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Shire Planner</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Locality Map, Site Plan and Shed Elevation Plans</b>

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#### **SUMMARY**

An application has been received to construct a Zincalume Outbuilding (Agricultural Storage Shed), in extent 405 m<sup>2</sup> at Lot 16914 on DP142225 Blechy’s Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at Lot 16914 on DP142225 Blechy’s Road (off Clulow Road), Beverley and zoned *Rural* in terms of the Shire of Beverley Local Planning Scheme No. 3. It is 84.8825 Ha in extent and contains an assortment of Sea Containers previously approved.

The dimensions of the proposed zincalume shed are as follows:  
27m x 15m with wall height of 5m and approx. apex roof height of 5.5m.

The proposal for the storage shed requires departure from the Shire’s Outbuilding Policy on the following matters:

- In terms of the Shire’s Outbuilding Policy (Policy), ‘*Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume).*

The proposed Outbuilding complies with other requirements of the Council’s Outbuilding Policy.

#### **COMMENT**

The marginal decrease in the linear distance of the proposed outbuilding from the Blechy’s Road Reserve Boundary (75m permissible – 68m proposed) is not considered to result in a negative impact on the amenity of the surrounding area. The applicant submitted that the property is very remote and there is also screening vegetation between the road reserve and the proposed shed site, which should further reduce any perceived negative visual impact. The application will therefore be recommended for approval.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire’s Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council’s consideration.

## CONSULTATION

No consultation was deemed required.

## STATUTORY ENVIRONMENT

The application may be approved under the Shire of Beverley's Local Planning Scheme No. 3.

## FINANCIAL IMPLICATIONS

There are no financial implications in relation to this application.

## STRATEGIC IMPLICATIONS

There are no strategic implications in relation to this application.

## POLICY IMPLICATIONS

There are no policy implications in relation to this application.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for an Outbuilding (Agricultural Storage Shed), at Lot 16914 on DP142225 Blechy's Road, Beverley, subject to the following conditions and advice notes:

### Conditions:

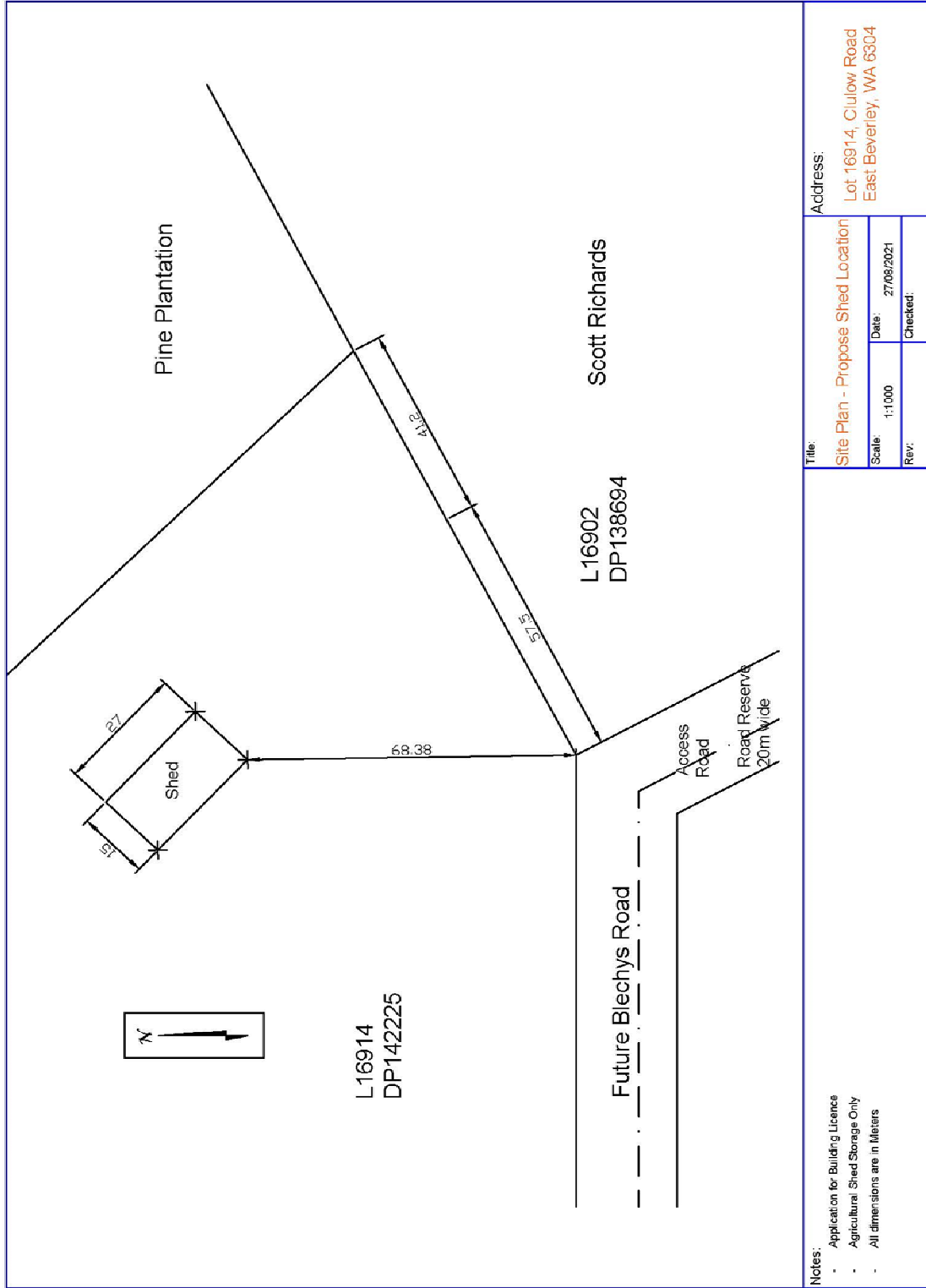
1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

**Advice Notes:**

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



## Attachment 9.3



<b>Notes:</b> - Application for Building Licence - Agricultural Shed Storage Only - All dimensions are in Meters		<b>Title:</b> Site Plan - Propose Shed Location		<b>Address:</b> Lot 16914, Cuiulow Road East Beverley, WA 6304	
<b>Scale:</b> 1:1000	<b>Date:</b> 27/08/2021	<b>Rev:</b>	<b>Checked:</b>		



Attachment 9.3

**DESIGN NOTES**  
Design loading is based in accordance with AS/NZS1170.2 & and C.S.I.R.O. wind tunnel test reports 94/121ml, 94/1771ml and 95/1931ml. Foundations are assumed to have a minimum safe bearing pressure capacity of 100 kPa on a maximum 300mm of compacted fill. A spread foundation cohesion  $C_u$  of 50 kPa has been adopted for design.

**STEEL**  
All steel work is to be carried out in accordance with the current editions of:  
- AS 1098 Steel Structures Code  
- AS/NZS 4600 - 2005 Cold-Formed Steel Structures Code  
- AS1100 S10PP2 - 1999 Steel Structures Commentary  
- AS1111.1 & AS1111.2 Commercial Bolts & Screws

**CONCRETE**  
All concrete work is to be carried out in accordance with AS1600 - 2001 & AS2820. For concrete slab 2.5kPa live load then special slab design is required. Provide construction joints for every slab pane length is more than 3.5 \* width. Concrete strength of minimum 25 MPa at 28 days in slab is required. Cover to reinforcements to be a minimum of 30mm from top slab & 65mm for footings. All reinforcement shall conform with AS4671 - 2001. Care should be taken to ensure that bolts are anchored below without shifting any concrete. All concrete shall be placed in a single lift. All concrete pump tubes containing organic material to be removed and slab placed on max. 300 of approved filling medium.

This is class 10 structure.

**PROPRIETARY AND CONFIDENTIAL**  
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Region	A
Ultimate Wind Speed (m/s)	37
Region Factor F	N/A
Terrain Category	2.5
BCA Building Important Level	2
Probability of Exceedance	1/500
Internal Pressure Coefficient	-0.05, +0.2

**Macrotec Holdings Pty Ltd**

NAME	DATE
D. W. Han	26/06/2009

Drawn by  
Revised

Certified by Geoffrey Hamilton  
GH CONSULTANT ENGINEERS  
ABN: 31 674 789 370  
NSW, ACT, WA & SA-MIE 78991 NPER 3  
QLD: RPEQ 2143 VIC: EC 38228  
TAS: CC57178 NT: 137494 ES

Proposed Building For:  
Dunnett, Keith  
Freer Body Shop  
Lot 16914 Clulow s Road  
EAST BEVERLEY WA Australia

SIZE **A4** DWG. NO. **J395-15505981**  
SCALE A1:5 Dimensions are in millimeters SHEET 1 OF 2

Portal Frame	Height	Internal	End
	4200	C25019	C20015
	5000	C25024	C25019
	6000	C30024	C25024

**TYPICAL PORTAL FRAME**

**TYPICAL SIDE ENTRY**

**END ELEVATION**

**TYPICAL GABLE ENTRY**

**SIDE ELEVATION**

**PLAN**



#### **9.4 Development Application - Proposed Small Bar, Restaurant/Café, ATM and Signage – 126 (Lot 54) Vincent Street, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>M &amp; T Martino</b>
<b>File Reference:</b>	<b>VIN 51671</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Management Plan and Addenda, Locality Map</b>

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#### **SUMMARY**

An application was received to establish a Wine Bar, Restaurant/Café, ATM and associated signage at 126 (Lot 54) Vincent Street. It will be recommended the application be approved.

#### **BACKGROUND**

The location is at the premises of the present ANZ Bank, soon to be vacated. As per the application documentation, the new owner submitted the following:

*The owners propose to open the venue as a Wine Bar. In addition to the proposed Wine Bar the owners would also seek to be approved to operate as a restaurant/café by way of alfresco dining. Modifications to the interior to support this venture would be made as per the attached management plan. Relocation of ATM re ANZ agreement as per addendum. Future upgrade to include toilets.*

A Management Plan was submitted within the application documentation. The following is an extract from the detailed submission received:

#### Proposed Land Uses

*The owners of the property propose that the land be utilised for the following purposes:*

#### Small Bar

*The owners propose to open the venue as a Wine Bar to service sophisticated wine consumers and lovers of fine food within Beverley, and the surrounding regions. Trends in the Australian market indicate a mature, developed wine market, with some signs of 'trading up' as consumers seek quality over quantity, as they see wine knowledge as an indication of sophistication, education, and worldly experience.*

*Uniquely different from the Hotel Beverley and the Freemasons Tavern, the Wine Bar will specialise in the sale of a unique selection of Australian and international wines that match with a quality selection of gourmet tapas. The Wine Bar is a Martino family owned and operated venture and will have an atmosphere of relaxed elegance when completed.*

*As a "Small Bar" Section 41A of the Liquor Control Act 1988 ("the Act") provides for the grant of a small bar licence. To support the intended purpose, the Act provides that a small bar licence is subject to conditions:*

- a. Prohibiting the sale of packaged liquor; and
- b. Limiting the number of persons (excluding responsible persons and authorised officers) who may be on the licensed premises to a maximum of **120 persons** at any one time and proposed licenced areas is delineated by the red boundary (please refer to attachments).

Restaurant / Cafe

In addition to the proposed Wine Bar the owners would also seek to be approved to operate as a restaurant / café by way of alfresco dining.

Stage two of the owners propose and intended use of the building would be to open the side portion of the venue throughout the weekends up, to service local and passing trade with café style breakfasts by transferring the side area into a pedestrian access only style laneway and the internal small dining room. With the intention of adding more modern and inclusive toilets.

Relocation of ATM Machine

The owners have been involved in protracted negotiations with ANZ Bank to ensure the ATM Machine remains in Beverley. When presented with two options, ANZ indicated that they would prefer the ATM to be relocated outside of the building. We proposed to ANZ that we build a secure bunker to house the ATM and locate that secure bunker to the side of the property facing Vincent Street. ANZ were in agreeance.

By relocating the ATM to the side of the property and set back off Vincent Street, the ATM would be visible enough for passing trade. We would propose to utilise the existing entrance canopy by fitting it to the structure utilising existing dimensions.

The colour will remain corporate ANZ:

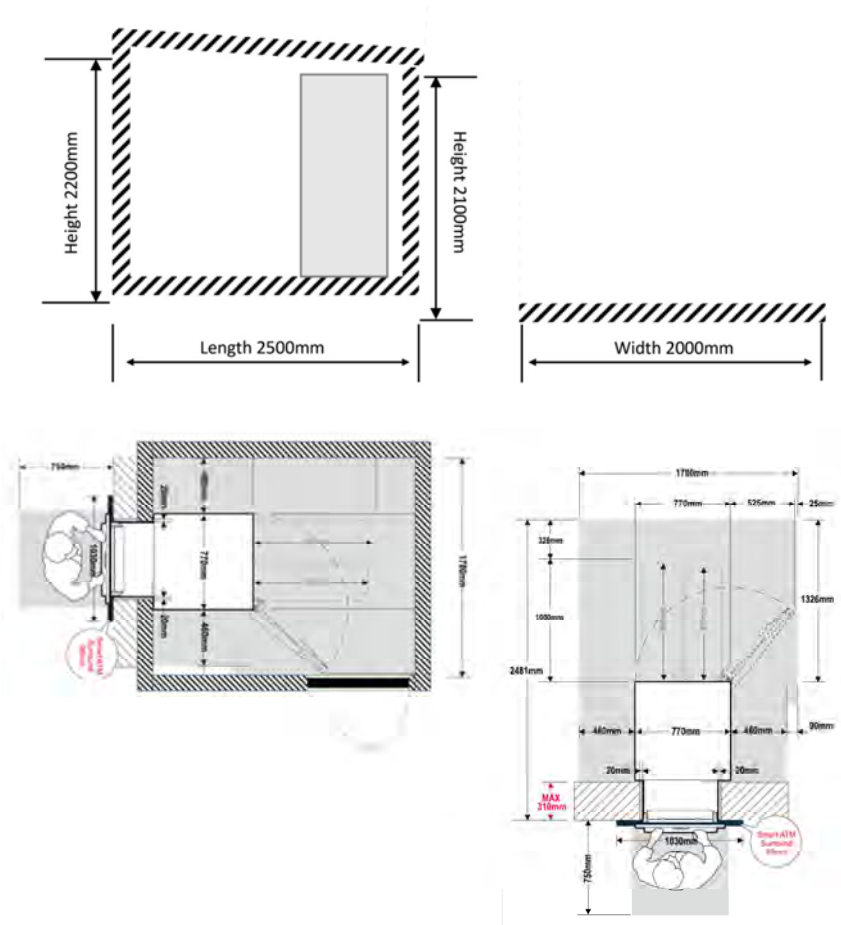


Image 1 – Proposed Alternate Location

ATM Bunker Construction

The bunker will be constructed out of solid brick or 100mm reinforced formed concrete with the face and base render matching the existing building where possible. But not

more than the following dimensions. The existing Teller awning will transfer to the front of the bunker.



### Signage

Proposal to install the following signage:

#### Existing Canopy

The owners propose to utilise the existing entrance canopy fitting. Say that, where the existing blue canopy is located over the entrance to the front door of the building, a canopy will be installed that occupies the existing dimensions as the existing blue canopy.

- The colour will change
- The awning may be sign written denoting the name of the business

#### Existing Light Box

The owners propose to utilise the existing light box position where possible. Say that, where the existing ANZ light box is located facing the building from Vincent Street, a new light box will be installed that occupies the existing dimensions as the existing ANZ light box.

- The colour will change
- The light box may display a logo of the business



Image 1 – Light Box Sign Dimensions

### Zoning

The subject site 126 (Lot 54) Vincent Street is Zoned 'Rural Townsite' in terms of the *Shire of Beverley Local Planning Scheme No. 3 (LPS 3)*, contains an existing double storey building (not yet Heritage Listed in the *Local Heritage Survey*), and is 632m<sup>2</sup> in extent. Access to the rear of the subject property is afforded through access easements on lot 51 and 52 on DP43158.

### **COMMENT**

The proposed uses are categorized as follows pursuant to LPS 3, which uses are all 'P' uses in *Table 3 – Zoning Table*.

'Small Bar' is defined as follows in LPS 3:

Means premises the subject of a small bar licence granted under the *Liquor Control Act 1988*.

'Restaurant/Café' is defined as follows in LPS 3:

Means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licensed under the *Liquor Control Act 1988*.

The ATM is regarded as an ancillary/subservient/incidental use to the above. It is also acknowledged that the ATM machine is an established use and will only be relocated from its present location to a different location on the same subject property.

The proposed Signage is regarded as being in pace with the character of the setting in terms of its dimensions, site location, contents & message.

A 'P' use means that the use is permitted if it complies with any relevant development standards and requirements of LPS 3. The proposal is presented to Council as it requires a variation pursuant to Clause 30(1) in LPS3 – *additional site and development requirements*, in so far as onsite parking is concerned.

Clause 40(1) of LPS3 reads as follows:

*In considering an application for development approval for the development and use of land for a purpose specified in Table 6, the Local Government shall require*

*arrangements for the provision of car parking spaces not less than the number specified in Table 6.*

Table 6 in LPS3 deals with the number of onsite car parking spaces required to be provided for different land uses. For a *Restaurant* Land use the number of required parking spaces are 1 per 4 persons. Table 6 is silent on the parking requirements for a *Small Bar* – this to be determined by the Local Government pursuant to Clause 40(3). It is proposed that the *Small Bar* and *Restaurant/Café* be viewed as a single unit for purposes of calculating the number of parking spaces required.

Using the applicant submitted maximum number of 120 patrons, this then translates to 30 parking spaces required.

There is evidently no opportunity to provide such number of onsite parking spaces on the subject property as a result of amongst others the following:

- The unique placement of the building on the property, the building site coverage, and the front façade being right on the front property boundary;
- The façade taking up almost the entire front boundary length which makes access to the rear limited;
- The proposed use of the western external area as an Alfresco Area, and the Vincent Street – Streetscape Urban Design Proposals, which would make vehicle access to the rear impossible;
- The very limited rear vehicle access through access easements on adjoining blocks to the east and north;
- Providing onsite parking in the limited space available at the rear of the property is regarded as being impractical – the space that is available at the rear is at present being used by the ANZ bank staff and will most likely continue to be used as such by the proprietors and employees of the new establishment.

Clause 40(5) of LPS3 determines that:

*Where car parking spaces are required to be provided in accordance with this Scheme, the local government may grant a cash payment in lieu of the provision of some or all of those car parking spaces.*

The last mentioned remains the prerogative of Council to exercise but for the sake of encouraging high quality private investment in a prominent location within the main street that is regarded to be beneficial to the community and visiting tourists, Shire Planner submits that the cash payment in lieu of provision of parking spaces not be required.

As submitted by the applicant in the documentation supplied, there is anecdotal evidence that sufficient off-site car parking spaces are available within reasonable walking distance from the proposed establishment to the extent that availability of vehicle parking spaces should not cause an adverse issue. The proposed hours of operation (generally after normal business hours, when the main street is less busy), should also assist in addressing the availability of parking spaces in the area.

Clause 30(2) of LPS3 reads as follows:

*The local government may approve an application for a development approval that does not comply with an additional site and development requirement.*

Shire Planner would recommend that the application be approved and that Council should exercise its ability to vary site and development requirements pursuant to Clause 30(2) in so far as on site vehicle parking is concerned, and afford development approval generally for the following reasons:

- There is anecdotal evidence of ample off-site parking available in the immediate vicinity of the application property;
- The proposed establishment will augment the limited dining and entertainment options available to residents and tourists;
- The proposal supports the narrative of activating the Mainstreet, a key deliverable of the Vincent Street - Streetscape Project.

### **CONSULTATION**

Consultation was had with the Shire's Environmental Health Officer and Building Surveyor. The outcome of the consultation is included within the proposed Advice Notes.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

The application may be considered under the Shire of Beverley's Local Planning Scheme No. 3.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **RISK IMPLICATIONS**

It is considered that the proposal has insignificant risks.

<b>Consequence</b>	<b>Insignificant</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Catastrophic</b>
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

<b>Risk Rating</b>	<b>Action</b>
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for a Small Bar, Restaurant/Café, ATM and Signage at 126 (Lot 54) Vincent Street, Beverley, subject to the following conditions and advice notes:

### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.
2. The submitted Management Plan is to be complied with on a continued basis, to the satisfaction of the Shire.
3. The maximum number of patrons to occupy the premises at any one time shall not exceed 120.

### **Advice Notes:**

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required where applicable, prior to any building work commencing.

Note 5: The applicant is advised that any music or entertainment is to be low level acoustic live music or low amplification pre-recorded music, considered to fall within the 60dB to 70dB level range.

Note 6: The applicant is advised that food provision and kitchen/food service areas will need to comply with the *Food Act 2008*.

Note 7: The applicant is advised that Building Requirements and the change of use will need to be certified by a Private Certifier, whom will issue a Certificate of Design Compliance (CDC), prior to any Building Permit being issued. Particular attention should be paid to emergency egress, fire safety items/equipment and access for people with disabilities if required.

Note 8: The applicant is advised that if entertainment is provided, a Public Building Approval will need to be issued under the Health (Miscellaneous) Provisions Act.

Note 9: The applicant is advised that Watercorp should be contacted for any Grease Trap or Trade Waste requirements.

Note 10: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



Attachment 9.4



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## **9.5 Interim Review of Map of Bushfire Prone Areas**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>20 September 2021</b>
<b>Applicant:</b>	<b>Office of Bushfire Risk Management</b>
<b>File Reference:</b>	<b>ADM 0536</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Map of Bush Fire Prone Areas FAQ, Standardized Response Letter</b>

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### **SUMMARY**

The Office of Bushfire Risk Management (OBRM) at the Department of Fire and Emergency Services is undertaking the 2021 Interim Review of the Map of Bush Fire Prone Areas (the Map). It will be recommended that Council advise the OBRM that it proposes no changes to the Map of Bushfire Prone Areas.

### **BACKGROUND**

As mentioned above the Office of Bushfire Risk Management (OBRM) at the Department of Fire and Emergency Services is undertaking the 2021 Interim Review of the Map of Bush Fire Prone Areas (the Map). The Map identifies land designated as bush fire prone by the Fire and Emergency Services Commissioner. Additional planning and building requirements may apply to future developments in designated areas so that they are better protected from the impact of bush fires.

The State Government is currently implementing the Action Plan for Bushfire Framework Review 2019 which includes the development of a new bush fire prone mapping system for Western Australia. The CSIRO have been contracted to develop this new mapping methodology using the best available bush fire science and modelling approach. It is anticipated this new mapping methodology and updated Map will be available in late 2022.

As it has been two years since the Map was last reviewed, OBRM have initiated the 2021 Interim Review of the Map to ensure its accuracy is maintained while the CSIRO develop the new mapping methodology. This interim review will only consider significant changes (1 hectare or greater) to vegetation that may impact on the Map. For further information please refer to the attached Frequently Asked Questions document.

This year the OBRM is requesting that any local governments who do not wish to make changes reply to ensure an efficient and effective process.

### **COMMENT**

The present Map of Bushfire Prone Areas has been in use in the Shire's area of jurisdiction since December 2015. During this time, and with subsequent annually released editions from 1 June 2016 to 1 June 2019, no objections or opposition have been received from any rate payer or other individual.

It will therefore be recommended Council resolve to advise the OBRM, through the CEO, that the Shire does not propose any changes to the current mapping for the 2021 Interim Review, as per the standardized response letter attached.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by policy EM009. The CEO therefore provides this report for Council's consideration.

### **CONSULTATION**

Consultation was had with Shire's Community and Emergency Services Manager.

### **STATUTORY ENVIRONMENT**

Planning & Development (Local Planning Schemes) Regulations, 2015. Fire and Emergency Services Act 1998.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **RISK IMPLICATIONS**

It is considered that the proposal has insignificant risks.

<b>Consequence</b>	<b>Insignificant</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Catastrophic</b>
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

<b>Risk Rating</b>	<b>Action</b>
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to advise the Office of Bushfire Risk Management, through the CEO, that the Shire does not propose any changes to the current mapping for the 2021 Interim Review, as per the standardised response letter.

## **9.6 Development Application: Proposed Replacement of Signage – 103 (Lot 32) Vincent Street, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>21 September 2021</b>
<b>Applicant:</b>	<b>OP &amp; VA Jenkin</b>
<b>File Reference:</b>	<b>VIN 460</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Signage Proposal, Heritage Inventory Place #39</b>

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### **SUMMARY**

An application has been submitted for the replacement of existing signage on the Avon Trading building located at 103 (Lot 32) Vincent Street. It will be recommended the application be approved.

### **BACKGROUND**

The applicant proposes to rebrand the business premises from the existing *Thrifty Link* brand to *Home Hardware* brand. As part of this exercise existing *Thrifty Link* signage will be replaced with *Home Hardware* signage as per the attached submission.

The proposal affects the building at 103 (lot 32) Vincent Street. The subject is Zoned *Rural Townsite* in terms of Shire of Beverley Local Planning Scheme No. 3 (LPS 3).

The subject property is recorded in the present Shire of Beverley Municipal Heritage Inventory 1995, as being considered to have cultural heritage significance (Place #39) – please see attachments.

### **COMMENT**

Clause 67 of Schedule 2 Part 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) list a number of matters which the local government must have due regard to when determining an application for development approval. Below is a discussion of the matters which are deemed to be relevant to the application at hand, with Author's comments:

#### Clause 67(k) and 67(l) of the Regulations:

*'the built heritage conservation of any place that is of cultural significance'; and  
'the effect of the proposal on the cultural heritage significance of the area in which the development is located.'*

The proposed rebranding is considered essentially replacing like for like signage in terms of the locations and dimensions indicated in the submission. The proposal generally accords with Council's Signage Policy for the *Rural Townsite Zone* and its specific placement is regarded as strengthening the heritage character of the building.

### **CONSULTATION**

No consultation was deemed required.

## ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

## STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

## FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

## STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

## POLICY IMPLICATIONS

There are no policy implications relative to this application.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for replacement of the Signage at 103 (Lots 32) Vincent Street, Beverley, subject to the following conditions and advice notes:

### Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.

### Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works, if applicable.
- Note 5: The applicant is advised to consider surveying and registering an appropriate easement on the road reserve which area is affected by the verandah posts and overhang.
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Attachment 9.6

Place No 39/Avon Trading/Page 1

**SHIRE OF BEVERLEY**  
**MUNICIPAL HERITAGE INVENTORY**  
**PLACE RECORD FORM**

LGA Place No: 39

Avon Trading

**Photograph of the place**



**LOCATION**

HCWA Reference Number	
Other Reference Number	
Name of Place	Avon Trading
Other Names (1)	
Other Name (2)	
<b>Location/Address</b>	
Street Number and Name	103 Vincent Street
Suburb/Town	BEVERLEY
<b>Other Locational Descriptor</b>	
Local Government Authority	Shire of Beverley
Map References:	

SHIRE OF BEVERLEY MUNICIPAL HERITAGE INVENTORY

Attachment 9.6

Place No 39/Avon Trading/Page 2

**OWNERSHIP & LAND DESCRIPTION**

Owner	Address	Phone/fax	Status	No.
P. Jenkins	25 Hunt Rd Beverley			
Land Description :				
Reserve No.	Lot/Location No.	Plan/Diagram	Vol/Folio	No.

**DESCRIPTION**

Construction Date (1)	1886
Construction Date (2)	
Source/Details	
Site Type	
Use(s) of Place	
Original	Store
Present	Store
Other	
Architect/Designer (1)	
Architect/Designer (2)	
Other Associated Persons (1)	
Other Associated Persons (2)	
<b>Construction Materials</b>	
Walls	Brick
Roof	CGI
Other	Jarrah
Modifications	A great many
Condition	Fair
Integrity (how much of the original fabric is intact?)	Outer shell only
<b>Description</b>	

The building consists of three painted separate roof sections with a circle of brick on each (now painted over).

*The predominant features of the place include the gable ends with circle motif, the two high pitched roofs and shallower pitched roof (all with short sheeted metal), and the awning supported by the rods. The nil street boundary setback is also a prominent feature. The large windows are a typical modification for retail/showroom buildings adapted from earlier design.*

**SIGNIFICANCE**

Historic theme (s)	Occupations
Sub theme (s)	Commercial and service industries
<b>Statement of Significance</b>	
<p>The shop was built in 1886 for Mr H H Sewell. C Edwards started his business here. In 1896 a small store and dwelling were added on the Forrest Street side. The 1st Union Bank was housed there from 1904-07. In 1909 parts were used by the Great Southern Meat Supply, a fruit &amp; vegetable store, and for tearooms. In 1929 the Shackles family started this butcher shop. It was also used by the Albany Fish Supply. The large complex is now only 2 shops as many internal walls have been removed.</p> <p><i>Moderate architectural significance would benefit from restoration of original significant features.</i></p>	
<b>Recommendation/Conservation Strategy</b>	

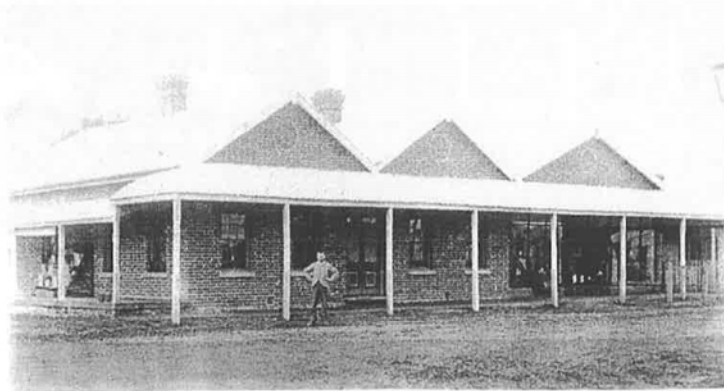
SHIRE OF BEVERLEY MUNICIPAL HERITAGE INVENTORY



Attachment 9.6

Place No 39/Avon Trading/Page 3

<b>OTHER</b>	
<b>Other Supporting Information</b>	
Beverley Historical Society	
<b>Listing and Assessment</b>	
<i>Assessor (s) Name</i>	<i>Assessor (s) Address/Phone</i>
<b>Community Committee</b>	c/o Shire of Beverley Ph 096 461200
State Register of Heritage Places (Y/N)	
Classified by the National Trust (Y/N)	
Register of the National Estate (Y/N)	
Local Town Planning Scheme(Y/N)	



**10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES**

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>17 September 2021</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>August 2021 Financial Reports</b>

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 August 2021.

#### **BACKGROUND**

There is a statutory requirement that the Local Government is to prepare, each month, a statement of financial activity reporting on sources and applications of its funds and to present the statement to Council.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2021 Ordinary Meeting, item 11.4.

#### **COMMENT**

The monthly financial reports for the period ending 31 August 2021 have been provided and include:

- Financial Activity Statement;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Supplementary information, including;
  - Operating Statement by Nature and Type;
  - Road Maintenance Report; and
  - Investment of Surplus Funds Report.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision.

#### **STATUTORY ENVIRONMENT**

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;

- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

### FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2021/22 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

### RISK IMPLICATIONS

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that a Statement of Financial Activity is prepared within two months of the end of the reporting period. This report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

### VOTING REQUIREMENTS

Simple Majority

### OFFICER'S RECOMMENDATION

That the monthly financial report for the month of August 2021 be accepted and material variances be noted.

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,388,968.00	3,045,693.00	3,051,290.47	5,597.47	
Governance	2,100.00	500.00	6,666.92	6,166.92	
Law, Order & Public Safety	242,100.00	5,000.00	4,930.45	(69.55)	
Health	300.00	32.00	0.00	(32.00)	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	129,692.00	21,294.00	19,568.90	(1,725.10)	
Community Amenities	211,385.00	189,837.00	191,800.73	1,963.73	
Recreation & Culture	218,434.00	21,327.00	45,634.00	24,307.00	Moort Wabiny Park Retention Fee \$33,963 transfer from Trust partially offset by final retention fee repayment to Contractor.
Transport	3,950,230.00	377,796.00	378,039.54	243.54	
Economic Activities	197,344.00	23,390.00	24,064.43	674.43	
Other Property & Services	43,100.00	5,830.00	7,347.72	1,517.72	
<b>Total Operating Revenue</b>	<b>8,383,653.00</b>	<b>3,690,699.00</b>	<b>3,729,343.16</b>	<b>38,644.16</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(162,227.00)	(25,352.00)	(21,496.18)	3,855.82	
Governance	(306,541.00)	(51,158.00)	(47,722.94)	3,435.06	
Law, Order & Public Safety	(432,526.00)	(74,668.00)	(68,589.78)	6,078.22	
Health	(154,777.00)	(23,024.00)	(19,106.49)	3,917.51	
Education & Welfare	(111,017.00)	(11,468.00)	(10,850.52)	617.48	
Housing	(205,724.00)	(31,305.00)	(31,507.21)	(202.21)	
Community Amenities	(666,749.00)	(94,697.00)	(93,173.27)	1,523.73	
Recreation & Culture	(1,592,700.00)	(220,891.00)	(213,028.86)	7,862.14	
Transport	(2,519,187.00)	(400,081.00)	(394,738.28)	5,342.72	
Economic Activities	(593,888.00)	(85,863.00)	(79,720.83)	6,142.17	
Other Property & Services	(15,050.00)	(1,352.00)	(55,936.72)	(54,584.72)	PWOH & POC allocation timing versus expenditure.
<b>Total Operating Expenditure</b>	<b>(6,760,386.00)</b>	<b>(1,019,859.00)</b>	<b>(1,035,871.08)</b>	<b>(16,012.08)</b>	
<b>Net Operating</b>	<b>1,623,267.00</b>	<b>2,670,840.00</b>	<b>2,693,472.08</b>	<b>22,632.08</b>	
<b>Capital Income</b>					
Self Supporting Loan - Principal Repayment	14,285.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	359,000.00	0.00	0.00	0.00	
New Loan Raised	1,000,000.00	1,000,000.00	1,000,000.00	0.00	
<b>Total Capital Income</b>	<b>1,373,285.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>0.00</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(329,893.00)	(154,000.00)	(169,749.18)	(15,749.18)	Moort Wabiny Park final retention fee payment (\$15,438) offset by transfer from Trust.
Plant and Equipment	(946,980.00)	0.00	0.00	0.00	
Office Furniture and Equipment	0.00	0.00	0.00	0.00	
Road Construction	(5,309,327.00)	(18,500.00)	(18,722.00)	(222.00)	
Other Infrastructure	(1,492,771.00)	(570,000.00)	(566,920.73)	3,079.27	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(102,053.00)	0.00	0.00	0.00	
<b>Total Capital Expenditure</b>	<b>(8,181,024.00)</b>	<b>(742,500.00)</b>	<b>(755,391.91)</b>	<b>(12,891.91)</b>	
<b>Net Capital</b>	<b>(6,807,739.00)</b>	<b>257,500.00</b>	<b>244,608.09</b>	<b>(12,891.91)</b>	
<b>Adjustments</b>					
Depreciation Written Back	2,405,056.00	397,226.00	396,564.91	(661.09)	
Movement in Leave Reserve Cash Balance	0.00	0.00	0.00	0.00	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(35,100.00)	0.00	0.00	0.00	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	1,160,706.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,653,810.00	1,653,810.00	1,653,809.54	(0.46)	
<b>Total Adjustments</b>	<b>5,184,472.00</b>	<b>2,051,036.00</b>	<b>2,050,374.45</b>	<b>(661.55)</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>4,979,376.00</b>	<b>4,988,454.62</b>	<b>9,078.62</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF NET CURRENT ASSETS  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22
<b>Current Assets</b>		
Cash at Bank	2,311,028.21	4,947,637.49
Cash - Unrestricted Investments	0.00	0.00
Cash - Restricted Reserves	2,830,708.90	2,830,708.90
Cash on Hand	300.00	300.00
Accounts Receivable	460,327.66	1,175,413.95
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95
Inventory - Fuel	10,281.78	10,013.35
<b>Total Current Assets</b>	<b>5,626,931.50</b>	<b>8,978,358.64</b>
<b>Current Liabilities</b>		
Accounts Payable	(908,299.23)	(925,081.29)
Loan Liability - Current	(102,053.23)	(122,528.87)
Annual Leave Liability - Current	(252,079.13)	(252,079.13)
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)
Doubtful Debts	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,369,870.52)</b>	<b>(1,407,128.22)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,830,708.90)	(2,830,708.90)
Less Self Supporting Loan Income	(14,284.95)	(14,284.95)
Add Leave Reserves - Cash Backed	139,689.18	139,689.18
Add Loan Principal Expense	102,053.23	122,528.87
<b>Total Adjustments</b>	<b>(2,603,251.44)</b>	<b>(2,582,775.80)</b>
<b>NET CURRENT ASSETS</b>	<b>1,653,809.54</b>	<b>4,988,454.62</b>

**SHIRE OF BEVERLEY**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT**  
**31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	5,142,037.11	7,778,646.39	2,636,609.28
Accounts Receivable	360,327.66	1,075,413.95	715,086.29
Contract Asset - Current	100,000.00	100,000.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95	0.00
Inventory	10,281.78	10,013.35	(268.43)
<b>Total Current Assets</b>	<b>5,626,931.50</b>	<b>8,978,358.64</b>	<b>3,351,427.14</b>
<b>Current Liabilities</b>			
Accounts Payable	(438,600.91)	(462,219.67)	(23,618.76)
Contract Liability - Current	(462,861.62)	(462,861.62)	0.00
Loan Liability - Current	(102,053.23)	(122,528.87)	(20,475.64)
Lease Liability - Current	(6,836.70)	0.00	6,836.70
Annual Leave Liability - Current	(252,079.13)	(252,079.13)	0.00
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)	0.00
Doubtful Debts	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,369,870.52)</b>	<b>(1,407,128.22)</b>	<b>(37,257.70)</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	134,837.98	134,837.98	0.00
Non-Current Investments	55,355.13	55,355.13	0.00
Land and Buildings	30,374,265.91	30,422,835.48	48,569.57
Plant and Equipment	1,902,265.11	1,860,511.19	(41,753.92)
Furniture and Equipment	124,354.85	119,007.47	(5,347.38)
Infrastructure	60,266,728.95	60,624,087.68	357,358.73
Self Supporting Loan - Non Current	10,968.23	10,968.23	0.00
<b>Total Non-Current Assets</b>	<b>92,868,776.16</b>	<b>93,227,603.16</b>	<b>358,827.00</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,277,171.79)	(2,256,696.15)	(979,524.36)
Lease Liability - Non Current	(13,673.30)	(13,673.30)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(98,416.32)	(98,416.32)	0.00
<b>Total Non Current Liabilities</b>	<b>(1,389,261.41)</b>	<b>(2,368,785.77)</b>	<b>(979,524.36)</b>
<b>Net Assets</b>	<b>95,736,575.73</b>	<b>98,430,047.81</b>	<b>2,693,472.08</b>



**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT  
31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22	Movement
<b>Equity</b>			
Accumulated Surplus	(44,609,994.71)	(47,303,466.79)	(2,693,472.08)
Reserves - Cash Backed	(2,830,708.90)	(2,830,708.90)	0.00
Reserve - Revaluations	(48,295,872.12)	(48,295,872.12)	0.00
<b>Total Equity</b>	<b>(95,736,575.73)</b>	<b>(98,430,047.81)</b>	<b>(2,693,472.08)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 August 2021</b>		
<b>Description</b>	<b>Budget 2021/22</b>	<b>YTD Actual 2021/22</b>
<b>Income</b>		
Rates	2,940,151.00	2,951,971.24
Operating Grants, Subsidies and Contributions	1,063,533.00	291,015.00
Profit On Asset Disposal	72,600.00	0.00
Service Charges	0.00	0.00
Fees & Charges	648,180.00	251,838.56
Interest Earnings	25,831.00	3,206.73
Other Revenue	60,500.00	52,493.33
Non-Operating Grants, Subsidies and Contributions	3,659,796.00	179,828.50
<b>Total Income by Nature &amp; Type</b>	<b>8,470,591.00</b>	<b>3,730,353.36</b>
<b>Expenditure</b>		
Employee Costs	(2,245,286.00)	(268,413.05)
Materials & Contracts	(2,000,424.00)	(190,382.41)
Utilities	(199,182.00)	(31,475.58)
Depreciation On Non-Current Assets	(2,405,056.00)	(396,564.91)
Interest Expenses	(65,273.00)	285.45
Insurance Expenses	(227,251.00)	(146,060.01)
Other Expenditure	(107,725.00)	(8,815.05)
Loss On Asset Disposal	(37,500.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(7,287,697.00)</b>	<b>(1,041,425.56)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	440,373.00	4,544.28
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>440,373.00</b>	<b>4,544.28</b>
<b>Net Operating by Nature &amp; Type</b>	<b>1,623,267.00</b>	<b>2,693,472.08</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,087.30
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	102.92
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	64.89
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	136.47
RR008	Barrington Rd (RoadID: 13) (Maintenance)	3,854.24
RR009	Batemans Rd (RoadID: 78) (Maintenance)	2,023.92
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	0.00
RR013	Beringer Rd (RoadID: 29) (Maintenance)	125.47
RR014	Bethany Rd (RoadID: 148) (Maintenance)	520.76
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	231.52
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	208.28
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	6,000.77
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	243.64
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,612.97
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	868.41
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	531.31
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	4,312.71
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	7,970.46
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	0.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	0.00
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	471.85
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	1,825.43
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	1,947.64
RR039	Ewert Rd (RoadID: 27) (Maintenance)	0.00
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	0.00
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	137.53
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,224.51
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	414.20
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	3,260.70
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	0.00
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	1,089.50
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	0.00
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	299.23
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatrick Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	5,667.44
RR060	Lennard Rd (RoadID: 58) (Maintenance)	3,081.92
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	249.45
RR063	Maitland Rd (RoadID: 39) (Maintenance)	125.47
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	678.23
RR065	Manns Rd (RoadID: 59) (Maintenance)	0.00
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	268.05
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	0.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	187.92
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	2,308.74
RR075	Murrays Rd (RoadID: 71) (Maintenance)	67.57
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	2,904.33
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	904.50
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00
RR080	Petchells Rd (RoadID: 38) (Maintenance)	0.00
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	923.70
RR082	Pike Rd (RoadID: 45) (Maintenance)	208.28
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,927.12
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	147.94
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	1,103.99
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	2,170.93
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	60.42
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	456.51
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	2,108.53
RR095	Simmons Rd (RoadID: 101) (Maintenance)	0.00
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	2,015.28
RR100	Spavens Rd (RoadID: 44) (Maintenance)	537.73
RR101	Springhill Rd (RoadID: 23) (Maintenance)	104.15
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	0.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	1,177.71
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	290.24
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	4,473.61
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	56.93
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	3,582.48
RR109	Walgy Rd (RoadID: 42) (Maintenance)	2,719.33
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	9,867.34
RR114	Westdale Rd (RoadID: 166) (Maintenance)	5,698.13
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00

<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2021</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR116	Woods Rd (RoadID: 68) (Maintenance)	992.32
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	370.17
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	1,962.05
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	1,348.52
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	0.00
RR999	Rural Roads Various (Maintenance)	28,504.63
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>131,818.29</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	329.40
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	173.32
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	99.04
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	139.90
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	424.84
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	186.80
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	49.52
TS023	Hope St (RoadID: 115) (Maintenance)	0.00

<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2021</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	619.87
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	365.54
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	296.84
TS033	Lukin St (RoadID: 104) (Maintenance)	530.46
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	25.36
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	75.65
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	487.82
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS555	Road Sign Updates	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	869.85
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>4,674.21</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>136,492.50</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 August 2021						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3630922	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	0.00				
	Airfield Emergency	40,130.42				
	Plant	418,968.30				
	Emergency Services	28,700.97				
	Building	290,321.05				
	Recreation Ground	577,460.85				
	Cropping Committee	190,702.55				
	Avon River Development	25,958.89				
	Annual Leave	139,689.18				
	Community Bus	38,015.77				
	Infrastructure	551,029.96				
	Senior Housing	162,054.17				
	Mainstreet Development	307,401.91				
Avondale Mach Museum	60,274.88	2,830,708.90	3 mnths	0.20%	22/09/2021	
	<b>Total</b>		<b>2,830,708.90</b>			



## **11.2 Accounts Paid by Authority**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 23 March 2021</b>
<b>Report Date:</b>	<b>12 March 2021</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>August 2021 List of Reports (Contact Shire)</b>

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of August 2021.

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2021/22 Budget.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

Regulation 12 of the *Local Government (Financial Management) Regulations* provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
  - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
  - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the *Local Government (Financial Management) Regulations* provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.

- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
- (i) the payee's name;
  - (ii) the amount of the payment; and
  - (iii) sufficient information to identify the transaction;
- and
- (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2021/22 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

Authority to Purchase – All acquisitions should be in accordance with budget provisions or to a maximum specified cost.

### RISK IMPLICATIONS

Failure to present a detailed listing in the prescribed form would result in non-compliance *Local Government (Financial Management) Regulations 1996*, this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

### VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

### August 2021:

(1) **Municipal Fund** – Account 016-540 259 838 056

Cheque vouchers

10 August 2021	1834-1836	(3)	\$1,965.26	(auth by CEO S Gollan and DCEO S Marshall)
20 August 2021	1837-1837	(1)	\$9,92.00	(auth by DCEO S Marshall and Cr D White)
23 August 2021	1837-1837	(1)	\$8,441.65	(auth by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for August 2021 incl \$19,998.91 previously paid.

EFT vouchers

03 August 2021	EFT 7231-7233(3)		\$14,884.24	(auth by CEO S Gollan and Pres D Davis)
03 August 2021	EFT 1-37	(37)	\$55,703.93	(auth by CEO S Gollan and DCEO S Marshall)
10 August 2021	EFT 7236-7291(56)		\$162,523.79	(auth by CEO S Gollan and DCEO S Marshall)
11 August 2021	EFT 7292-7294(3)		\$581,191.89	(auth by CEO S Gollan and Pres D Davis)
13 August 2021	EFT 7295-7298(4)		\$9,024.54	(auth by CEO S Gollan and DCEO S Marshall)
17 August 2021	EFT 1-37	(37)	\$57,676.89	(auth by CEO S Gollan and Pres D Davis)
20 August 2021	EFT 7299-7314(16)		\$32,672.11	(auth by DCEO S Marshall and Cr D White)
23 August 2021	EFT 7315-7315(1)		\$113.30	(auth by CEO S Gollan and DCEO S Marshall)
30 August 2021	EFT 7318-7331(14)		\$12,291.65	(auth by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for August 2021 incl \$926,082.34 previously paid.

(2) **Trust Fund** – Account 016-259 838 128

Cheque vouchers

Nil vouchers

Total of cheque vouchers for August 2021 incl \$ 0.00 previously paid.

EFT vouchers

10 August 2021	EFT 7234-7235(2)		\$100.00	(auth by CEO S Gollan and DCEO S Marshall)
30 August 2021	EFT 7317-7317(1)		\$33,962.92	(auth by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for August 2021 incl \$34,062.92 previously paid.

(3) **Direct Debit** Payments totalling \$87,656.23 previously paid.

(4) **Credit Card** Payments totalling \$7,704.79 previously paid.

## **12. ADMINISTRATION**

### **12.1 Use of the Common Seal**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>20 September 2021</b>
<b>Applicant:</b>	<b>Shire of Beverley</b>
<b>File Reference:</b>	<b>ADM 0265</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Nil</b>

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#### **SUMMARY**

Council to endorse the use of the Common Seal.

#### **BACKGROUND**

Allocation of the Common Seal requires accompanying signatures of both the Shire President (or Deputy) and Chief Executive Officer (or person acting in that position).

#### **COMMENT**

The Common Seal has recently been attached to the following documents:

1. Lease Agreement for the Exhibition Shed between Shire of Beverley and Active Farmers.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*, Part 9, Division 3, Execution of documents states:

- (1) A document is duly executed by a local government if -
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of -
  - (a) the mayor or president; and
  - (b) the chief executive officer or a senior employee authorised by the chief executive officer,

each of whom is to sign the document to attest that the common seal was so affixed.

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

Council to consider something

## CONSULTATION

Not required

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

## POLICY IMPLICATIONS

Delegation EO-D010

## RISK IMPLICATIONS

Low (1) – this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

## VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council note and endorse the use of the Common Seal having been attached to:

1. Lease Agreement for the Exhibition Shed between Shire of Beverley and Active Farmers.

**13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN**

Nil

**14. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

New Business of an urgent matter only arising by order of the meeting.

**15. CLOSURE**

The Chairman to declare the meeting closed.





# The Rabbit Hole Wine Bar

## Management Plan

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<b>Duty Managers.....</b>	<b>19</b>
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## Proposal

The applicant proposes to open the venue as a Wine Bar to service sophisticated wine consumers and lovers of fine food within Beverley, and the surrounding regions. Trends in the Australian market indicate a mature, developed wine market, with some signs of 'trading up' as consumers seek quality over quantity, as they see wine knowledge as an indication of sophistication, education, and worldly experience.

Uniquely different from the Hotel Beverley and the Freemasons Tavern, the Wine Bar will specialise in the sale of a unique selection of Australian and international wines that match with a quality selection of gourmet tapas. The Wine Bar is a Martino family owned and operated venture and will have an atmosphere of relaxed elegance when completed.

Wine drinking in a designated Wine Bar is primarily associated with sharing, in particular conversation and personal moments had with others and frequently makes for a low-key atmosphere and relaxed occasions best suited "away" from the hustle and bustle of regular hotel patrons fixated on the consumption of a cold pint after work, a game of sport or revellers out for a boisterous night. The Wine Bar is the quintessential establishment where one can converse, lay back to easy listening music, and enjoy quality wine along with a gourmet selection of tapas when feeling peckish.

The Roy Morgan Alcohol Currency Report reveals 69.3% of Australians 18+ drink alcohol in an average 4 week. Of all Australians 18+ years old, 44.5% consume wine, 39.1% consume beer, 27.5% consume spirits, and 13.6% consume cider. When looking at drinkers by gender, men are the predominant consumers of alcohol, with 74% consuming alcohol in an average 4-week period, compared to 65% of women. Women had the highest incidence of wine consumption, with nearly 50% of all women drinking wine in an average 4 weeks compared to 39% of men.

Wine skews to older drinkers, with the highest incidence among 50+ and 35–49-year-olds. In contrast, beer is consumed by 59% of men in an average 4 weeks, compared to only 20% of women. Beer is constant across age, increasing slightly from 18-49, but declines for the 50+ age group. Cider is fairly evenly split between the genders with a slight skew towards women, but it is heavily skewed to younger Australians compared to old, with 27% of 18–24-year-olds consuming cider in an average 4 weeks compared to 7.8% of 50+.

Source: The Roy Morgan Alcohol Currency Report

Sargon Corporation Pty Ltd | 126 Vincent Street, Beverley WA 6304  
Telephone 0409 998 303 | ABN 18 640 623 123 | ACN 640 523 123 | www.rabbitohole.com.au

With consumers increasingly showing more signs of experimentation with their wine choices and demonstrating a better understanding of wine variety, a specialty Wine Bar is well suited to Beverley, and it is our intention that it be marketed as a landmark tourist destination known for fine Wines and food of an international standard. Quite simply put, the Wine Bar is focused on the demographics of the admirers of wine, demographics not only abundant in Beverley, but surrounding regions and in passing trade and tourism.

## Sight Details

The lot which is the subject of this application is Certificate of Title Volume 1818 Folio 373 on Plan 43158 Lot 54 at 126 Vincent St Beverley, the lot has a land area of 632sqm. The land is currently zoned as Commercial as shown in Figure 1

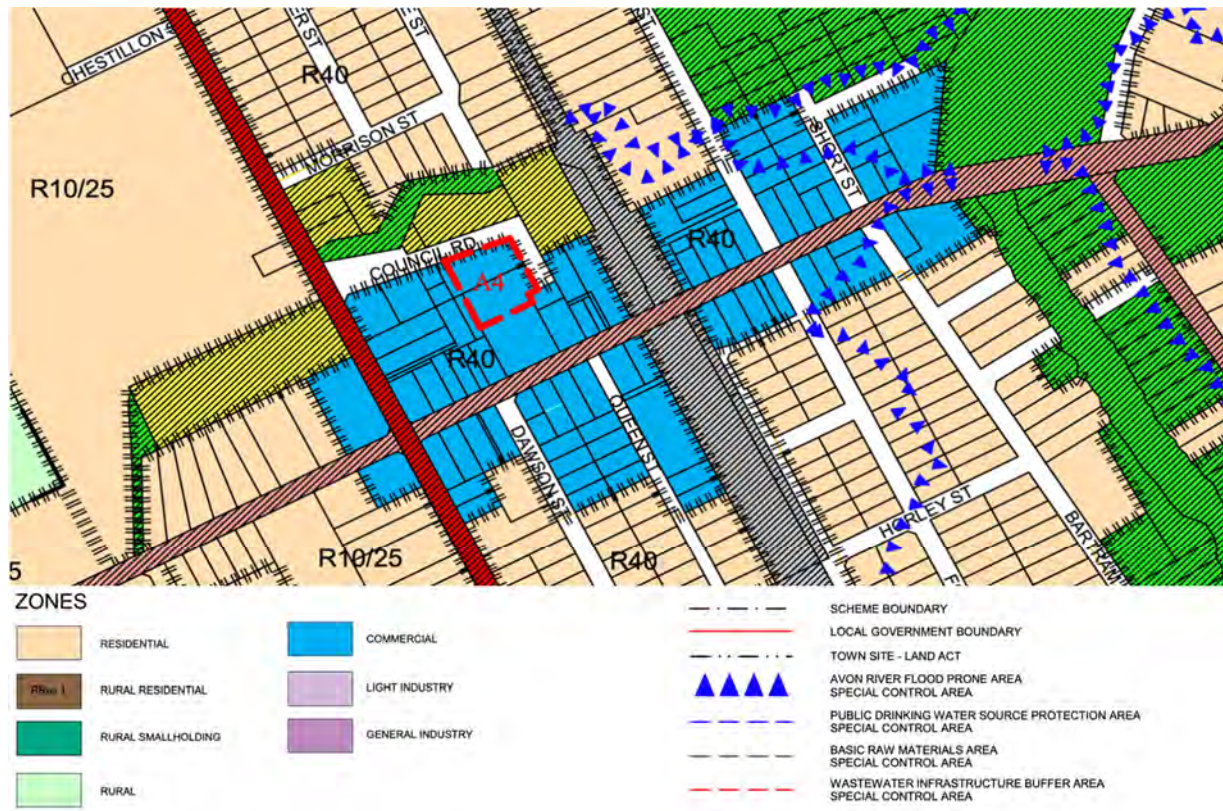


Figure 1– Local Planning Scheme Map

## Introduction

The applicant is applying for a 'Small Bar Licence granted under section 41A; in accordance with the Liquor Control Act 1988. The definition is as follows:

*“A small bar licence authorises the sale and supply of liquor for consumption on the licensed premises only (such as no packaged liquor sales). It is also subject to the condition that no more than 120 persons may be present on the licensed premises at any one time”*



Figure 2 - 126 Vincent Street (proposed venue)

As such, the Department of Racing, Gaming and Liquor requires the premises to be approved as a 'Small Bar' under the Shire's Local Planning Scheme No.3, Clause 40 (3) for the liquor licence to be granted.

The applicant is therefore seeking approval for the use of 126 Vincent Street, Beverley, previously known as the ANZ Bank, as a Wine and Tapas Bar.

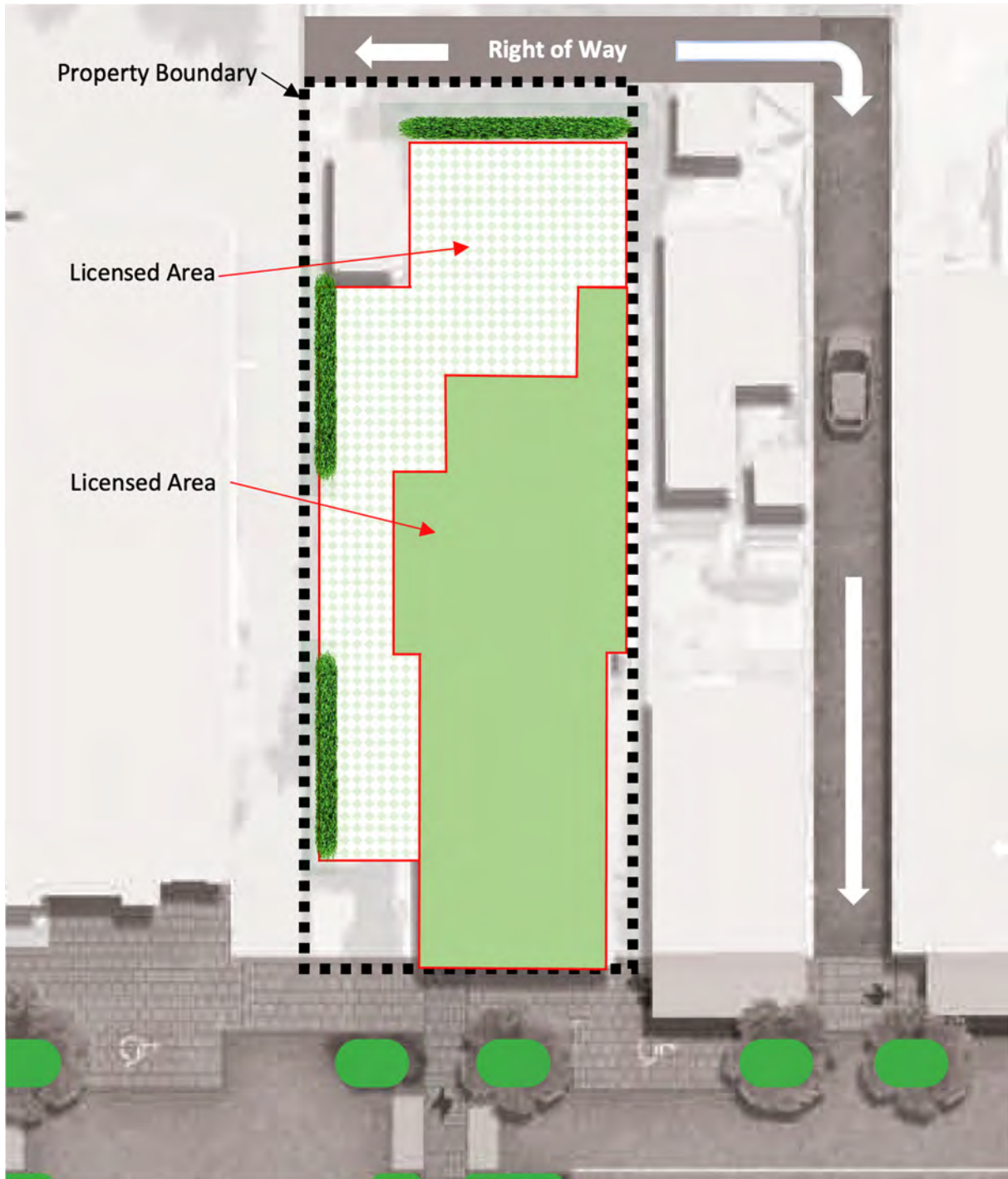


Figure 3 - 126 Vincent Street (proposed Licensed Avenue)

The owners would propose that the venue will also be available to hire exclusively for small functions and designated areas within the venue are available for smaller groups to host small private events and meetings.

### About Trading hours

Hours will be subject to trade, and it is expected that the venue will close considerably earlier based on current trends and trade associated with Beverley.

### Proposed Wine Bar Trading hours

Day	Open	Close
Monday	Close	
Tuesday	Close	
Wednesday	Close	
Thursday	11.00 am	12.00 am
Friday	11.00 am	12.00 am
Saturday	11.00 am	12.00 am
Sunday	11.00 am	10.00 pm

Figure 4 – Trading Hours

### Proposed Alfresco Breakfast Trading hours

Day	Open	Close
Thursday	08.30 am	11.00 am
Friday	08.30 am	11.00 am
Saturday	08.30 am	11.00 am
Sunday	08.30 am	11.00 pm

Figure 5 – Alfresco Hours



The Wine Bar would like to explore the breakfast trade in the alfresco area throughout the summer months. Over the previous two years of observation and planning there has been a considerable passing trade observed and spoken to that frequently comment, “nothing is open” or “is there anywhere that does breakfasts” this is particularly reflective of cruising car and bike clubs, and grey nomads.

## Traffic and Parking

Clause 40 (3) of LPS 3 states that “Where a development application is made in respect to the development of land referred to in Table 3 – Zoning Table for which no provision is made in respect of Table 6, the car parking spaces required for the use shall be determined by the local government.”

It is the owner’s intention to comply with all requirements of the Local Planning Scheme & development standards, as the owner intends to ‘change of use’ from Bank to Small Bar. However, the owners submit that they do not anticipate the traffic associated with customers visiting the Wine Bar, will have any significant impact on traffic flow or interfere with other businesses or patronage to their premises in the immediate area.

Similarly, the owners do not anticipate that traffic associated with deliveries to the Wine Bar, will have any significant impact on traffic flow or interfere with other businesses or patronage to their premises, as supplies will be sourced locally or from Perth with Wine being sourced directly from a Perth wholesaler, negating any commercial delivery vehicles to the Wine Bar.

There is sufficient parking at the rear of the site at the proposed premises to accommodate staff, as well as significant on street parking directly outside the premises on both sides of the street. There are also carparks on either side of Vincent Street not more the 57 metres away from the venue.

It is anticipated that peak patronage to the Wine Bar would occur on the weeks ends after midday and early evening throughout the week. With regards to parking and of favour, the Wine Bar is not situated in a high-density area.

The images below show sufficient parking availability with on road parking in the immediate vicinity to cater for anticipated patrons without causing nuisance to other business or residences located nearby, within the anticipated times of operation.

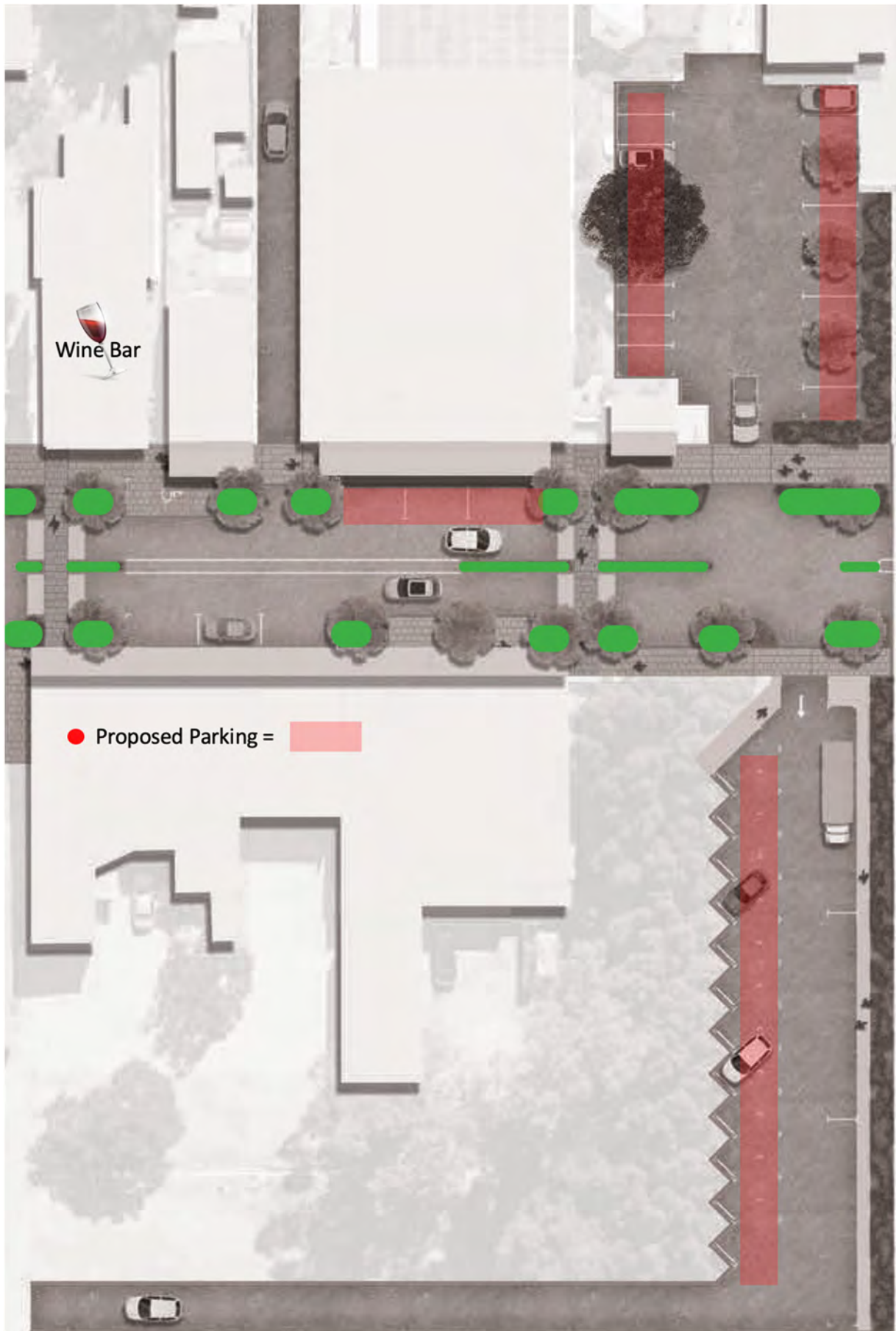


Figure 5 - 35 Parking Bays (In immediate vicinity East of the proposed venue not more than 57 metres)



Figure 6 - Vincent Street (Parelle to proposed venue)



Figure 7 - Station Car Park 1 (57 Metres from the proposed venue)



Figure 8 - Station Car Park 2 (57 Metres from the proposed venue)

**Sargon Corporation Pty Ltd** | 126 Vincent Street, Beverley WA 6304  
Telephone 0409 998 303 | ABN 18 640 623 123 | ACN 640 523 123 | [www.rabbit-hole.com.au](http://www.rabbit-hole.com.au)



Figure 9 – 10+ Parking Bays (In immediate vicinity to the proposed venue West of proposed Venue on Vincent St.

## Benefits to the Community

In consultation with members of the public, we feel the Wine Bar will be in the public interest for a variety of social and economic factors. It will benefit the community in ways both directly and indirectly through employment, a 'shop local' policy and by attracting visitors to Beverley, as our intention is to market the Wine Bar as a landmark establishment and tourist attraction. Some of the specific reasons are given below:

- The total lack of venues for the designated consumption of a select range of up market Wines focusing on a well-documented demographic.
- Increased amenity to the area adding to the evolving local precinct which is continually developing.
- Increased employment opportunities.

- The redevelopment of the premise being rejuvenated to a modern and appealing destination for those consumers who would prefer an atmosphere independent of the hotel and tavern environment.
- Increased tourism activity, such as the applicants proposes, will provide economic benefits to the local community by leveraging existing infrastructure and amenity that would not otherwise be supported by local residential expenditure alone.
- The Wine Bar will generate and contribute to the community in a considerable range of positive benefits including:
  - By establishing an up market enjoyable socialising venue which provides a selection of fine wines and gourmet tapas, as well as small function options in an atmosphere independent of the hotel and tavern environment.
  - A safer, secure more relaxed environment for the discerning demographic and groups to whom the current venues may not appeal due to their lack of intermit space.
  - By providing a sophisticated environment not solely focused on revellers consumption of alcohol but moderate drinking in relaxing surroundings.
  - A Wine Bar provides a cultural shift from the typical tavern or hotel venue and clientele.
  - The Wine Bar will require local staff for day-to-day operations in front and back of house roles but considerably more for planned small functions and events.
  - Through its renovations and planned operations, the Wine Bar will also contribute to employment and economic growth in other businesses.
  - By being marketed as a destination venue, the Wine Bar will attract indirect benefits to the town. By attracting visitors to the area who will utilise other businesses. E.g., accommodation, retail, other goods, and services. This creates a flow on effect promoting Beverley and assisting in stimulating local economic growth. Essential actions in a regional area such as the Wheatbelt.

## Tourism

The Shire's Tourism Plan and the Beverley Tourism Framework, the Shire identifies the following vision for tourism within the Shire to:

- COORDINATION of Tourism in Beverley
- Beverley MARKETING Plan will be developed and implemented
- Tourism will contribute to the ECONOMIC VIABILITY of Beverley

The Shire of Beverley sits within one of the six Experience Perth tourism precincts, namely the Avon Valley. "The key purpose of Experience Perth is to build destination awareness, through a program of targeted marketing initiatives that grow sustainable leisure tourism

The *State Government Strategy for Tourism in Western Australia 2020* states the goal for tourism in WA is "To double the value of tourism in WA" with Regional Travel being identified as 1 of the 7 strategic pillars of growth to achieve this.

- The Wheatbelt is in a prime position to capitalise on the growing demand for experiential services (e.g., tourism), The clear skies and open spaces that are a trademark of the Wheatbelt are highly attractive to tourists both international and domestic, who venture from densely populated urban environments.
- Innovative and targeted marketing of the region's tourism assets is required to improve knowledge of the Wheatbelt as currently it is not a well-known area to tourists domestically or internationally.
- The tourism industry in the Wheatbelt is an increasingly important contributor to the economy. According to the "Wheatbelt: A Region in Profile" (DRD, 2014) the region hosts the second most visitors outside Perth after the South West Region.
- Between 2006 and 2011, the Avon region attracted an average 638,000 tourists/short- term visitors per year representing an average 23 visitors per resident (*Tourism Research Australia 2012*). This is well above the State average of 8 visitors per resident, highlighting the strong performance of the sub-region despite the small population.

- The Beverley's close proximity to Perth allows it to cater for the day trip market and offers stop over opportunities for domestic visitors. Between 2006 and 2011, approximately 80% of visitors to the Avon were day trip visitors, with the domestic overnight visitors accounting for 19%.
- This reflects the fact that tourism in the Avon is characterised predominantly by day trip visitors which the Wine Bar will be able to supply and alternative venue to visitors and locals that fit within our demographic.

Commercial – In – Confidence

## **Objectives of Management Plan and Interpretation**

This Management Plan contains details of how the Licensee intends to implement the provisions of the Licensee's House Policy and Code of Conduct, and the strategies and procedures which the Licensee will put and keep in place at the Premises to adopt and reinforce the principles of responsible service of liquor, pursuant to the Director of Liquor Licensing's Policy Guideline on Harm Minimisation as amended on 19 December 2018, insofar as it relates to licensed premises.

It is an aim of the Licensee, in adopting the provision of this Management Plan and the principles of responsible service of liquor, to minimise incidents of harm or ill health that may be caused to people or any group of people due to the consumption of liquor within the licensed premises.

Management accepts that the minimising of harm not only applies to our patrons but also to the residents of homes located within the vicinity of the Premises and to others who are also members of our local community.

It is not an aim of this Management Plan to create legal obligations on the part of the Licensee in replacement of or additional to those legal obligations imposed upon the Licensee pursuant to the Liquor Control Act 1988 and subsidiary legislation (as amended from time to time) and any other State or Commonwealth legislation relevant or having application to the business carried on by the Licensee at the Premises or the fact of the Licensee's proprietorship, occupation or use of the Premises, or to create obligations or liability on the part of the Licensee, whether contractual or tortious in nature, towards any person or entity at common law or otherwise.



## Commercial – In – Confidence

**Definitions**

In this Management Plan, unless the context demands otherwise, the following words and phrases shall have the following meanings:

**"Premises"**

In relation to an application to which section 62 applies includes premises proposed to be erected and premises as proposed to be altered. Shall mean the licensed premises to which this Management Plan relates and is in force, namely the Rabbit Hole Wine Bar, 126 Vincent Street Beverley.

**"Management"**

Shall mean and include the Licensee, Approved Manager and any other person or persons directly involved in the practical management of the Premises. An approved manager is only deemed approved once they have obtained a Restricted or Unrestricted Approved Manager ID Card from the Department of Racing, Gaming & Liquor.

A person approved in the categories of.

- **approved restricted manager** means under section 102B(1)(b).
- **approved unrestricted manager** means under section 102B(1)(a).

**"Licensee"**

**Licensee** means a person who holds a licence or permit under this Act, includes a person who is authorised under section 86 or 87 to carry on business under a licence or as if that person were a licensee, and may in accordance with section 101 include a reference to a person appointed or permitted to conduct, supervise, or manage the business.

In this instance shall mean Sargon Corporation Pty Ltd to whom this Management Plan is adopted and relates.

## Commercial – In – Confidence

**Staff Training**

Management believes that the proper and regular training of all bar staff in the responsible service of liquor is essential for the success of its business.

Sections 33 and 103A of the Liquor Control Act 1988 ('the Act') impose mandatory training requirements on licensees, approved managers, supervisory staff, bar staff and crowd controllers in relation to the management of licensed premises and the responsible service of alcohol.

As required by Section 103AA of the Act, the applicant will maintain a training register that records employee information and their training compliance.

Management requires all staff to undertake appropriate training to a level that is commensurate with their roles and duties at the Premises. To demonstrate its commitment to this training, Management will adopt the following training requirements in addition to the required "Provide Responsible Service of Alcohol" (SITHFAB002) unit, all staff will be trained using an in-house Policy and Procedure manual which sources units of competency from relevant Training packages.

- Manage conflict
- Interact with Customers
- Managing incidents
- Managing unacceptable behaviour
- Monitor individual and crowd behaviour

**Licensee**

The Licensee/at least one director of the Licensee Company, will undergo training in accordance with the Directors Policy Mandatory Training last amended 12 June 2019. All details of that training will be kept in the staff members file together with a copy of their certificate of training.

**Approved Manager**

The Approved Manager is required to undertake the Course in Management of Licensed Premises.

## Commercial – In – Confidence

### **Duty Managers**

All Duty Managers will be required to undertake the Course in Management of Licensed Premises.

### **Bar Staff**

All Bar staff will be required to undertake an approved course - Provide Responsible Service of Alcohol. No Bar staff will work without having obtained certification.

### **Ongoing Training**

There will be regular meetings and training sessions convened by Management involving all staff. Training will be provided by appropriately qualified in-house personnel, or other suitably qualified persons, and will cover all matters relating to the responsible service of liquor and its implementation within the Premises.

### **Approved Manager**

The Approved Manager is required to undertake the Course in Management of Licensed Premises.

### **Duty Managers**

All Duty Managers will be required to undertake the Course in Management of Licensed Premises.

### **Bar Staff**

Bar staff will be required to undertake an approved course - Provide Responsible Service of Alcohol.

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## Customer Service

There is a firm commitment by all staff and Management to provide a well-run and friendly licensed premise. Patrons may be expected to feel confident that the sale of liquor and the provision of other services at the Premises will be provided by staff who are professional in their manner and who understand their responsibilities under the law as it applies to the sale of liquor.

The Liquor Control Act 1988 allows staff at the Premises to sell liquor on the licensed premises at any time that the Premises are open for trade unless they have reasonable cause to refuse to sell liquor to a particular person.

Refusal of service is discretionary at times and is obligatory in certain circumstances, obligatory to:

- Refuse to sell or supply liquor to a drunken person.
- Not allow a drunken person to consume liquor on licensed premises.
- Not allow violent, quarrelsome, disorderly, or indecent behaviour to take place on licensed premises.
- Not permit drunkenness on licensed premises.
- Refuse to sell or supply liquor to a juvenile or refuse to allow a juvenile to remain on licensed premises (see the section on Juveniles *in* this Management Plan).

To identify and emphasise the professionalism and commitment of staff, the following staff dress code and conduct will be adopted:

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### Customer Dress Code and Behaviour

Signs stipulating behaviour, acceptable dress code and expectations of patrons will be displayed at the entrance to the Wine Bar.

#### Signage

Adequate signage will be displayed upon entry alerting patrons to expected behaviour, some of which may include.



**Commercial – In – Confidence****Staff Behaviour**

Employees will always present a professional appearance. Clothing should be suitable and appropriate to the role. Safety aspects of clothing should be always considered. Clothes that present a health and safety risk in the opinion of management will not be acceptable.

**Staff Conduct**

- Staff will always carry out their duties in a friendly and professional manner.
- Staff will not drink liquor whilst they are on duty.
- Staff will discourage any activity by patrons that may lead to the irresponsible consumption of liquor.
- Staff will not perform any act or engage in any activity that is immodest or lewd.

**Staff Dress Code**

- Clothes to be clean, ironed, neat and tidy. No inappropriate standards of dress.
- Exceptional personal hygiene is always a requirement. No offensive body odour, dirty or wet hair.
- Females – make-up, should be work appropriate.
- Males – clean shaven or neatly presented/trimmed beard or moustache.
- Jewellery must be non-offensive and kept to a minimum. Facial or visible body studs/rings are not acceptable, other than those approved by your manager.
- Tattoos are always covered where practical.
- Staff will wear a distinctive uniform whilst on duty.
- Staff will wear name badges whilst on duty.

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**Refusal of Service**

Refusal of service to a patron in appropriate circumstances is a fundamental aspect of the responsible service of liquor. The refusal of service in circumstances where the law requires refusal can be difficult. Individual patrons and some sections of the public do not readily accept that such refusals are obligatory and that the failure of the Licensee to apply the law could place the Licence in jeopardy or result in charges being laid against the Licensee, its employees, or agents.

To minimise any potential hostility or anti-social behaviour on the part of a patron who has been refused service, such refusals should always be done in a professional, polite, discreet but firm manner and where appropriate the reasons for refusal of service should be explained to the patron.

Where refusal of service takes place, the person or persons who have been refused service should be requested to leave the Premises. If the person/s refuse to leave at the request of the Licensee, Approved Manager or other staff member, other persons can be asked to remove the person using such force as may be necessary.

Under the Liquor Control Act 1988 it is the duty and obligation of a Police Officer, at the request of the Licensee, Approved Manager, or other staff member, to remove a drunken, quarrelsome, or disorderly person, or juvenile person, from the Premises or the vicinity of the Premises.

- Management will support staff in the refusal of service by providing:
- Senior and supervisory staff to be available to assist bar staff in the refusal of service.
- Diversionary and alternative strategies to minimise conflict when service is refused.

No staff will be directed to sell or supply liquor to a person if the staff member reasonably believes that the person is drunk.

## Commercial – In – Confidence

The Liquor Control Act 1988 provides:

1. A person is 'drunk' for the purposes of this Act if:
  - a) The person is on a licensed premises or regulated premises; and
  - b) The person's speech, balance, co-ordination, or behaviour appears to be noticeably impaired; and
  - c) It is reasonable in the circumstances to believe that that impairment results from the consumption of liquor.
2. If an authorised officer or a person on whom a duty is imposed, decides that a person is drunk at a particular time, then, in the absence of proof to the contrary, that person is to be taken to be drunk at that time."

Staff who consider that a patron is drunk or suspect that a person may be drunk or showing signs of approaching intoxication should bring the matter to the attention of a supervisor prior to the refusal of service.

Staff who observe that patrons are becoming violent, quarrelsome, or disorderly will, where possible, bring the matter to the attention of a supervisor prior to taking steps to having the activity stopped. It is important that patrons who are refused service or who are asked to leave are dealt with in a professional but firm manner.

## Juveniles

The Liquor Control Act 1988 prohibits juveniles being present on licensed premises except in certain circumstances. A juvenile will only be permitted to be present on the licensed premises if:

- The juvenile is at all times accompanied by and under the supervision of a responsible adult.
- The juvenile is on the Premises for the purpose of obtaining a meal; or
- The juvenile is on part of the Premises which has been approved by the Licensing Authority for the provision of entertainment mainly for juveniles and where liquor is not being sold, supplied, or consumed.



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Management undertakes that it will support staff refusing service to and/or denying a patron access to the Premises, and will facilitate that patrons' removal from the Premises, if the staff member has reason to believe that the patron is a juvenile.

The Licensee, Approved Manager and staff will have reason to remove a patron from the Premises whom they suspect to be a juvenile if that patron cannot produce acceptable ID verifying their age, or if the patron is confirmed to be a juvenile.

### **An acceptable ID**

#### ***This will only include the following documents:***

- a current Australian driver's Licence or Learners Permit with a photograph.
- a current passport with a photograph.
- a Proof of Age card or equivalent issued in an Australia state or territory.
- a Photo ID Card or Proof of Age issued by any Australian state or territory

The Licensee, Approved Manager and a staff member or agent of the Licensee is an "authorised person" under the *Liquor Control Act 1988* and as such is authorised to ask a suspected juvenile to produce evidence of their age. If the juvenile does not satisfy the Licensee, Approved Manager, staff member or agent as to their age, or if the ID produced is not acceptable, the staff member is legally entitled to ask the suspected juvenile to leave the Premises and can remove the juvenile (or ask any other person to do so) using such force as may be necessary.

The juvenile commits an offence if he or she does not leave the Premises and the vicinity of the Premises. Staff should be aware that although there may be controlled access to the Premises and ID is required for entry to the Premises, there is still an obligation on serving staff to be sure that no juvenile is sold or supplied with liquor.

Staff who suspect that juvenile is present on the Premises; should request the production of an acceptable ID by the suspected juvenile and if no acceptable ID is produced the suspected juvenile should be immediately refused service and asked to leave the Premises. The assistance of supervisory staff or security staff if any should be obtained if the suspected juvenile refuses to leave.

## Commercial – In – Confidence

### ***Staff must not:***

- Permit a juvenile on the Premises without being accompanied by and always remaining under the supervision of a responsible adult.
- Sell or supply liquor to juveniles either on or off the Premises.
- Permit a juvenile to consume liquor on the Premises; or
- Permit liquor to be sold or supplied to a juvenile on the Premises.

### **Entertainment**

The provision of entertainment, which is appropriate and suitable to the Premises, is an important part of our business. To minimise any undue offence, noise, or disturbance:

- Entertainment will be of a kind that complies with the law and any conditions imposed on the Licence by the Licensing Authority, or any requirements of or directions given by other relevant authorities.
- The providers of entertainment will be made aware by the Approved Manager of requirements both general and special that are in place concerning the provision of entertainment at the Premises, as follows:
- No sound amplification shall take place outside the grounds of building.
- The volume on any amplification being utilised within the premises during a function or otherwise will be set in accordance with any encumbrances or restrictions.

Commercial – In – Confidence

## Noise Management Plan

- Not permitting more than an acceptable number of patrons to be present on the premises at any given time.
- No packaged liquor will be sold.
- Adhering to RSA principles thus reducing the likelihood of patrons causing noise and participating in other anti-social activities.
- Not allowing violent, quarrelsome, or disruptive conduct on or near the premises.
- All music and entertainment will be appropriate for the venue and manner of trade. No heavy metal, rock bands, techno music with strong bass undertones so as to not disturb neighbours.
- Acoustic monitoring using a sound level meter to take regular sound measurements from reference points both inside and outside the venue during live music and entertainment.
- Following monitoring the applicant will ensure that all reasonable and practicable measures are taken to minimise the overall sound level and low frequency noise at noise-affected premises
- The applicant will then maintain a record of these measurements in a 'noise diary
- All outdoor live music and entertainment will conclude by 10pm unless booked for a private function.
- Except for New Year's Eve or during private functions, indoor and outdoor live music and entertainment will conclude by 11.30pm.
- All musicians and entertainment providers will be advised regarding sound management practices.
- A communication plan that includes notifying neighbours and authorities for all functions and events that include live music / DJ.
- Maintain a complaint register and train staff in the use and handling of complaints

Commercial – In – Confidence

- Staff closing procedures designed to minimise the risk of noise or disturbance being caused to residents.
- To prevent the disturbance of amenity in the area deliveries will occur between the hours of 8am and 4pm only.
- Minimising operational noise in considering residents when disposing of rubbish and recycled material, e.g., Recycled bottles to be collected or moved midweek between the hours of 8am and 4pm
- Appropriate signage requesting patrons be mindful of the neighbourhood in leaving the premises and area quietly.
- Adequate security and lighting in external areas, to discourage loitering when patrons leave the premises.
- Anticipating the need for transport for functions and events at the venue.

## Commercial – In – Confidence

**Advertising and Drink Promotions**

No advertising will be displayed, nor will incentives be promoted at the Premises which encourage patrons to consume liquor in a manner that is considered irresponsible.

There will be no drink discount cards, special promotions, contests or games allowed that conflict with the list of acceptable and unacceptable practices identified by the Director of Liquor Licensing in the Industry Guideline - Responsible Promotion of Liquor for Consumption on Premises as amended on 26 June 2017, which are as follows:

**Acceptable**

- A maximum of two "*traditional happy hours*" (of a maximum of 60 minutes duration) per day, provided there is at least four hours separation between each happy hour and any happy hour has ceased by 7:00pm.
- Promotions involving low alcohol products where it is clear from the promotional material that it is a low alcohol product promotion.
- Undertake promotions of particular brands of liquor that provide incentives to purchase the brand by virtue of a consistent discounted price across the entire trading hours of the premises on a given day or night or to offer a prize or merchandise etc.
- This is provided that the promotion does not:
  - provide an incentive to consume the product rapidly and to excess.
  - promote a drinking culture inconsistent with recommended guidelines for responsible consumption of liquor; and
  - enable liquor to be readily stockpiled by patrons or transferred to other patrons.

## Commercial – In – Confidence

**Unacceptable**

- The external advertising of a complimentary drink upon arrival unless the drink is provided ancillary to another service such as food.
- Promote or sell drinks that offer alcohol:
  - in non-standard measures (unless a lesser amount); and/or
  - by virtue of their emotive titles such as “laybacks”, “shooters”, “slammers”, “test tubes”, “blasters”.
- Drink cards that provide a multiple of free drinks, extreme discounts such as two for the price of one or discounts of limited duration on a given day or night and/or have the capacity to be readily stockpiled by patrons or transferred to other patrons. In other words, the drink card must not, by design or potential misuse, create an incentive for patrons to consume liquor more rapidly, and/or in greater amounts than they otherwise might.
- Promotional cards, vouchers or incentives providing free or discount drinks which are distributed away from the licensed premises.
- Promotions of cheap alcohol, for a limited duration, in which cheap alcohol is the enticement for people to consume liquor on the Premises and which may encourage the irresponsible consumption of liquor (unless indicated as an “Acceptable Practice”).
- Any labelling or titling of promotions that may encourage patrons to consume liquor irresponsibly and excessively to an intoxicated state.
- The refusal to serve half measures of spirits on request or provide reasonably priced non-alcoholic drinks.
- Any promotion that encourages a patron to consume liquor excessively - “all you can drink” offers, “free drinks for women”, “free drinks for women all night”, “two for one” - and to consume liquor in an unreasonable time.

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- Neither staff nor agents of the licensee are to "talk up" alcoholic beverages to patrons (i.e., promote a beverage due to its higher alcohol content) or to sell the promotion of drinks from a drink belt, backpack, or other gimmick device.
- Staff will discourage and deter patrons from indulging in activities within the Premises that have been identified as being of the kind that are likely to lead to binge or irresponsible drinking of liquor.
- Staff where appropriate will promote the consumption of non-alcoholic "light" or low alcohol drinks.
- Staff will actively promote and encourage the consumption of food by patrons.
- Staff where appropriate will indicate a willingness to serve half measures of spirits.
- Staff will provide free, potable (tap) water upon request to any patron.

## Commercial – In – Confidence

**Creating a Safe Environment**

Within the Premises patrons are entitled to feel safe and relaxed. Patrons should not be made to feel uncomfortable, embarrassed or threatened by the behaviour of other patrons. It is one of the aims of Management in adopting responsible service practices at the Premises to create an environment at the Premises where the safety and enjoyment of patrons of the Premises can be maximised as far as may be possible.

Management are committed to the creation of a safe environment within the Premises.

***To facilitate these objectives:***

- Staff should ensure that reasonable measures are in place to minimise the escape of undue noise from the Premises.
- Staff should promote and encourage amongst patrons a respect for the locality in which the Premises is situated, and the rights of its neighbours not to be unduly disturbed by patrons' behaviour on or off the Premises.
- Staff will take reasonable steps to prevent patrons from leaving the Premises with open cans, bottles or with glasses.
- Staff will collect, on a regular basis, empty and discarded glasses, cans and bottles throughout the Premises.
- Management will arrange for the removal of litter from accommodation areas and natural environment surrounding the Premises, if it is established that such litter is directly linked to products sold at the Premises and the established behaviour of patrons of the Premises.
- Any complaint by a member of the public that they are experiencing undue offence, noise or disturbance as a result of the operation of the Premises will be brought to the attention of Management who will take reasonable steps to resolve the matter (if possible).



## Commercial – In – Confidence

### Behaviour Code

It is our responsibility to provide a safe, friendly and enjoyable venue for both our staff and patrons alike. Henceforth, any of the following behaviour will result in the offender/offenders being asked to leave the property.

Failure to leave the Premises when directed by Management, security or other staff may result in the police being called and charges being layered.

- Failure to follow ANY directive from ANY staff member of the Premises
- Loud or unruly behaviour
- Drunken or intoxicated behaviour
- Fighting or acting aggressively to any staff member or fellow patron
- Use of excessive foul language or swearing
- Lewd or inappropriate behaviour
- Any illegal act
- Any other act deemed by staff to be anti-social or outside the bounds of reasonable within this type of environment

### Incident Register

To comply with the requirements of section 116A of the Act and regulation 18EB of the Liquor Control Regulations 1989, The Rabbit Hole Wine Bar will maintain a register of incidents.

All staff and employees at the Premises will complete and maintain the incident reports register by completing an Incident Report as required under the Act, pursuant to the Director of Liquor Licensing's Policy: Incident Register at License Premises as amended on 31 March 2020, insofar as it relates to licensed premises.

## Addendum 1

### Land Use

The owners of the property propose that the land be utilised for the following purposes.

#### 1. Small Bar

The owners propose to open the venue as a Wine Bar to service sophisticated wine consumers and lovers of fine food within Beverley, and the surrounding regions. Trends in the Australian market indicate a mature, developed wine market, with some signs of 'trading up' as consumers seek quality over quantity, as they see wine knowledge as an indication of sophistication, education, and worldly experience.

Uniquely different from the Hotel Beverley and the Freemasons Tavern, the Wine Bar will specialise in the sale of a unique selection of Australian and international wines that match with a quality selection of gourmet tapas. The Wine Bar is a Martino family owned and operated venture and will have an atmosphere of relaxed elegance when completed.

As a "Small Bar" Section 41A of the Liquor Control Act 1988 ("the Act") provides for the grant of a small bar licence.

To support the intended purpose, the Act provides that a small bar licence is subject to conditions:

- a. Prohibiting the sale of packaged liquor; and
- b. Limiting the number of persons (excluding responsible persons and authorised officers) who may be on the licensed premises to a maximum of 120 persons at any one time\*\* and proposed licenced areas is deliniated by the red boundary.

#### 2. Restaurant / Cafe

In addition to the proposed Wine Bar the owners would also seek to be approved to operate as a restaurant / café by way of alfresco dining.

Stage two of the owners propose and intended use of the building would be to open the side portion of the venue throughout the weekends up, to service local and passing trade with café style breakfasts by transferring the side area into a pedestrian access only style laneway and the internal small dining room. With the intention of adding more modern and inclusive toilets.

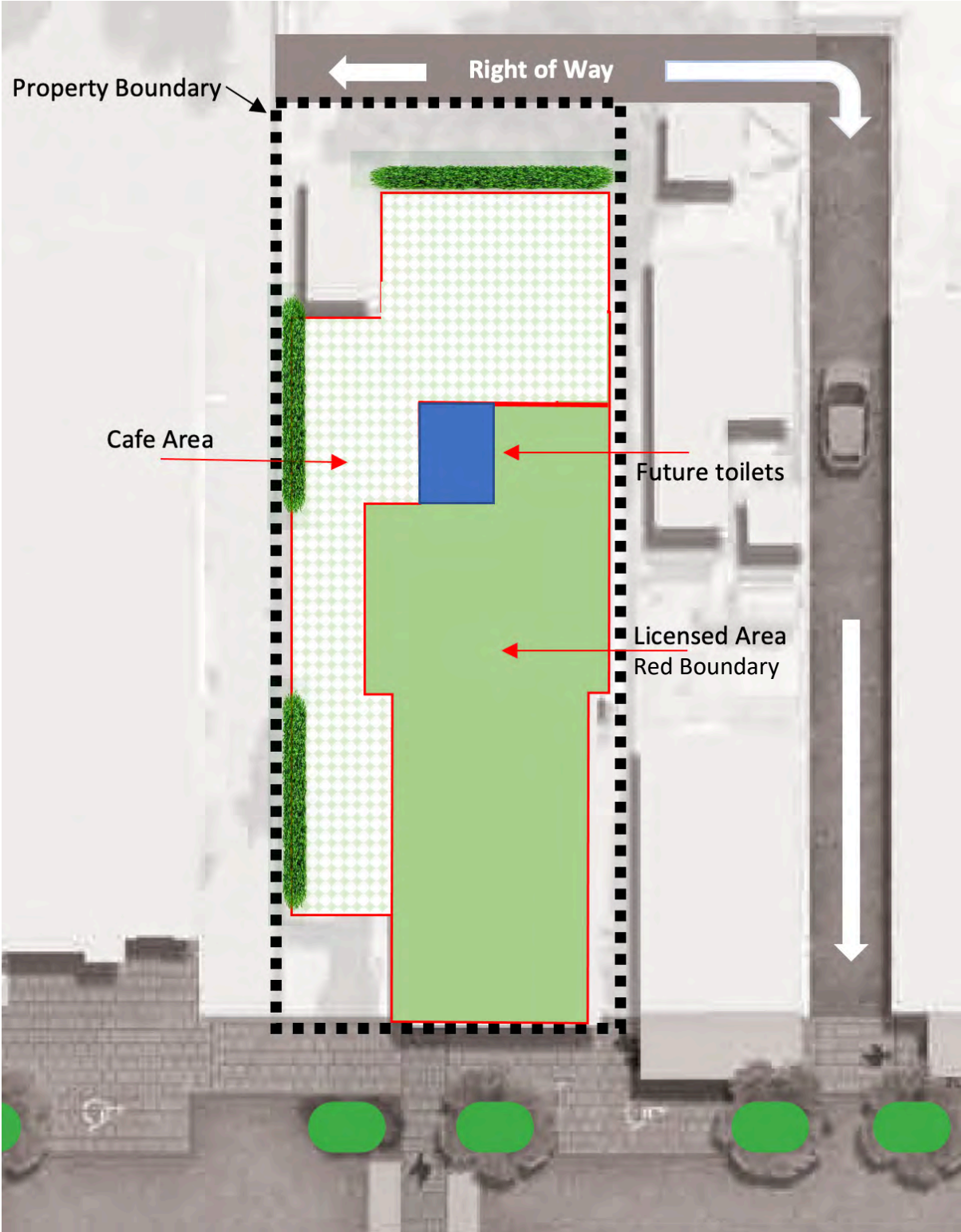


Image 1 – Proposed Location Usage

**Addendum 2**

**Signage**

Proposal to install the following signage.

**1. Existing Canopy**

The owners propose to utilise the existing entrance canopy fitting. Say that, where the existing blue canopy is located over the entrance to the front door of the building, a canopy will be installed that occupies the existing dimensions as the existing blue canopy.

- 1a. The colour will change
- 1b. The awning may be sign written denoting the name of the business

**2. Existing Light Box**

The owners propose to utilise the existing light box position where possible. Say that, where the existing ANZ light box is located facing the building from Vincent Street, on the base of the second level, a new light box will be installed that occupies the existing dimensions as the existing ANZ light box.

- 2a. The colour will change
- 2b. The light box may display a logo of the business

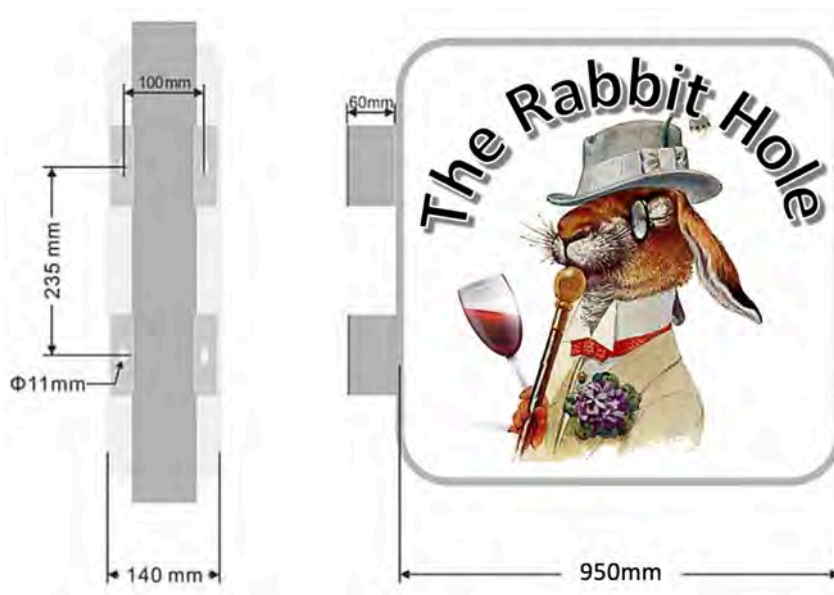


Image 1 – Light Box Sign Dimensions

**Addendum 3**

**Relocation of the Automated Teller Machine**

Proposal to relocate the ATM.

**3. Relocation of ATM Machine**

The owners have been involved in protracted negotiations with ANZ Bank to ensure the ATM Machine remains in Beverley. When presented with two options, ANZ indicated that they would prefer the ATM to be relocated outside of the building. We proposed to ANZ that we build a secure bunker to house the ATM and locate that secure bunker to the side of the property facing Vincent Street. ANZ were in agreeance.

By relocating the ATM to the side of the property and set back off Vincent Street, the ATM would be visible enough for passing trade. We would propose to utilise the existing entrance canopy by fitting it to the structure utilising existing dimensions.

3a. The colour will remain corporate ANZ

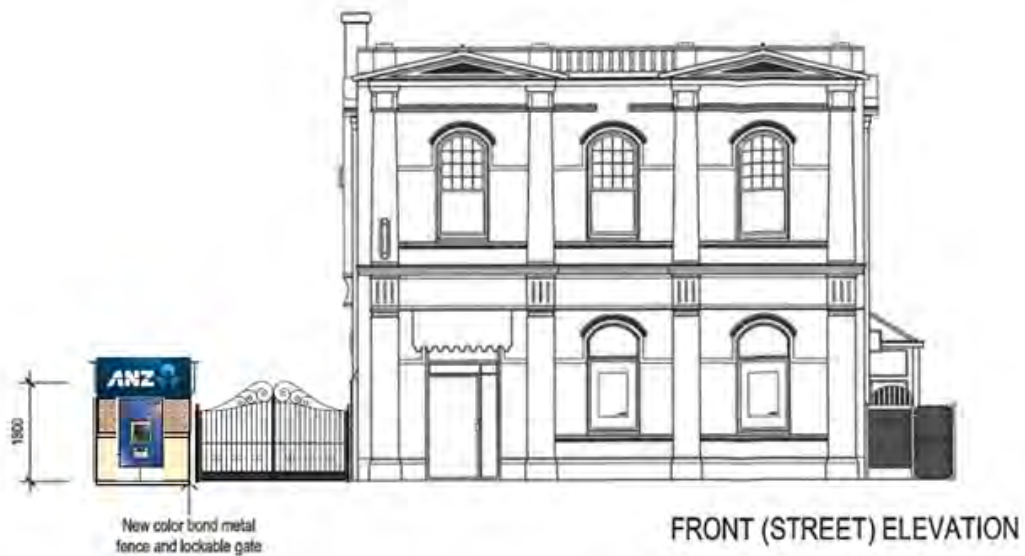


Image 1 – Proposed Alternate Location

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3b. Bunker Construction

The bunker will be constructed out of solid brick or 100mm reinforced formed concrete with the face and base render matching the existing building where possible. But not more than the following dimensions. The existing Teller awning will transfer to the front of the bunker.

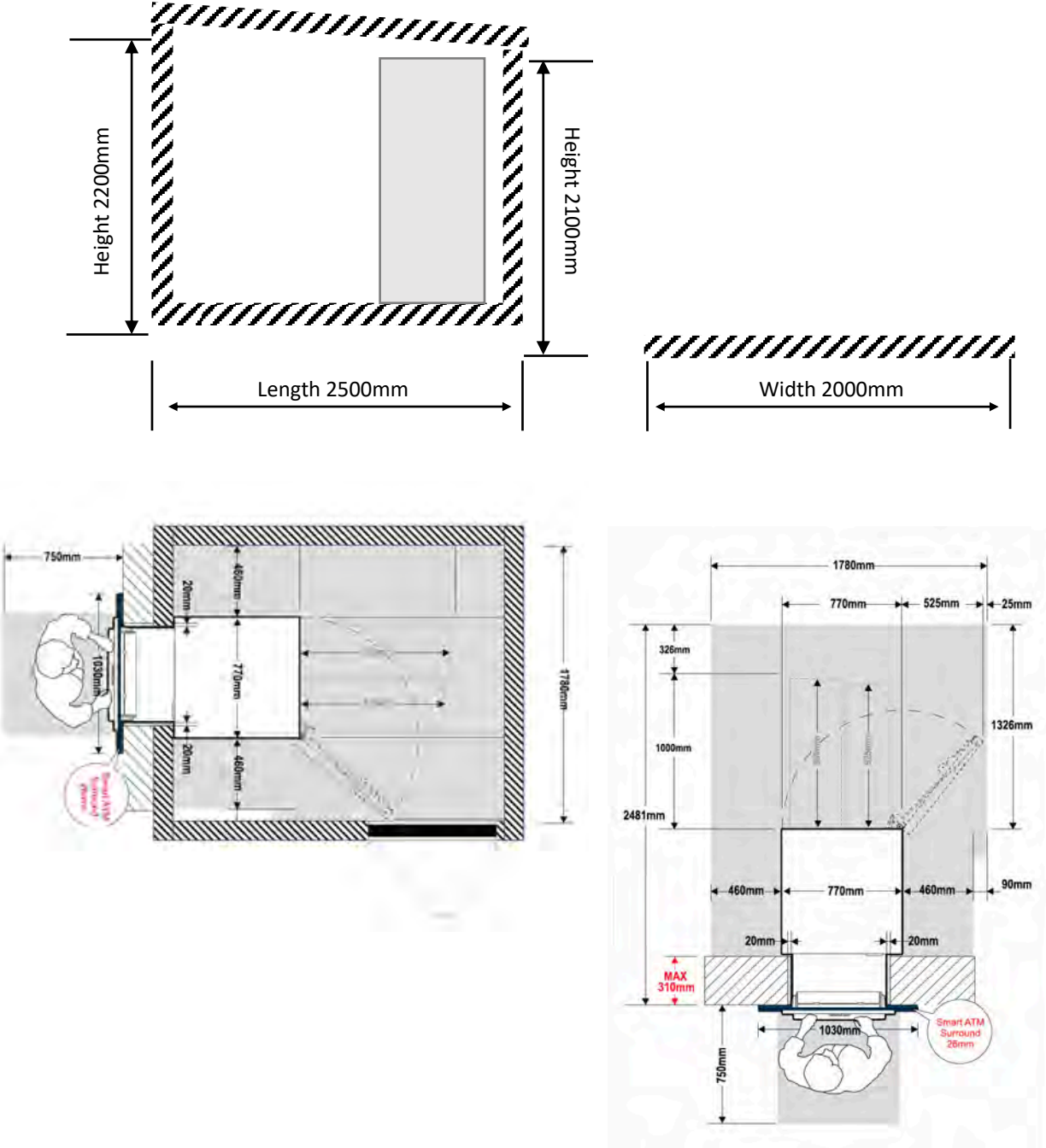


Image 2 – Dimensions



Image 3 – Proposed Location



FOR A SAFER STATE

# Map of Bush Fire Prone Areas

## Frequently Asked Questions

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## **What are Bush Fire Prone Areas?**

Bush Fire Prone Areas (BPAs) are areas that have been identified as being subject, or likely to be subject, to bushfire attack. BPAs are land designated as bush fire prone by the Fire and Emergency Services Commissioner under section 18P of the *Fire and Emergency Services Act 1998*. A BPA is identified by the presence of, and proximity to, bush fire prone vegetation, and includes both the area containing the bush fire prone vegetation and a 100 metre buffer zone immediately surrounding it. The vegetation types considered bush fire prone are sourced from the Australian Standard 3959:2018 (Construction of buildings in bushfire-prone areas). It is important to recognise that land not identified as bush fire prone may still be subject to bushfire.

More information, including the detail of how bush fire prone vegetation is identified, is available in the Interim Mapping Standards for Bush Fire Prone Areas.

## **What is the Map of Bush Fire Prone Areas?**

The Map of Bush Fire Prone Areas (the Map) is an online, interactive tool developed to provide a visual representation of designated BPA across Western Australia (WA). In the current 2019 edition of the Map, 93% of WA's land area is designated as a BPA. The Map is available from the Department of Fire and Emergency Services (DFES) website, or you may wish to bookmark the direct URL: <https://maps.slip.wa.gov.au/landgate/bushfireprone>.

Please refer to the Instructions for Use for how to use the Map of Bush Fire Prone Areas.

## **What is the purpose of the Map?**

The Map is used as a trigger for additional planning and building requirements for new land use development proposals within bush fire prone areas. Properties that are in designated bush fire prone areas may require additional assessment as part of any planning or building approval processes. These requirements ensure future developments in bush fire prone areas are better protected from the impact of bushfires. The Map may also be used as a research tool by those seeking information about the bush fire prone status of land in WA.

For specific requirements and for more information about how this may apply to you, please refer to the contact information provided at the end of this document.

## **How often does the Map change?**

The Map is generally updated every year to continually improve its accuracy and currency. The first edition of the Map was released in December 2015 and subsequent editions have been released annually on 1 June from 2016 to 2019.

As part of the Action Plan for the Bushfire Framework Review there were an additional two updates to the Map in 2019, with the most recent version of the Map published on 28 September 2019. This included the removal of small parcels of isolated vegetation less than four hectares and managed vegetation areas within the Perth Central Planning Sub-region.

No review was undertaken in 2020, however an interim review will be undertaken in 2021.

## **Action Plan for the Bushfire Framework Review**

The State Government is currently implementing its Action Plan for Bushfire Framework Review 2019 which includes the review of the Map of Bush Fire Prone Areas, State Planning Policy 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas.

This Bushfire Framework Review was initiated in 2019 on request of the State Government and is a partnership between DFES, the Department of Planning, Lands and Heritage (DPLH) and the Department of Mines, Industry Regulation and Safety. The aim of the Bushfire Framework Review is to better recognise specific landscapes and bushfire risks across the State, while ensuring bushfire planning and building frameworks remain robust and based on scientific evidence.

As a part of the review, the Commonwealth Scientific and Industrial Research Organisation (CSIRO) have been contracted to develop a new methodology for mapping bush fire prone areas across WA. The new map will use the best available bushfire science and modelling to consider the potential impact of bushfire on communities, introduce more nuance and take a more holistic approach to the designation of bushfire prone areas. The CSIRO's work will take into account the most up-to-date research and learnings from recent bushfires, including the unprecedented bushfire season across Australia during the summer of 2019/20 and the 2021 Wooroloo bushfire. A period of consultation will be undertaken in 2022 prior to the release of the new Map and it is anticipated that the CSIRO mapping methodology and new Map will be gazetted in late 2022.

## **2021 Interim Review of the Map**

As the Map was last published on 28 September 2019 and the new mapping methodology is unlikely to be available until late 2022, DFES will undertake an interim review of the Map to ensure its accuracy is maintained.

The interim review will apply the current mapping standard to areas outside of the Perth Central Planning Sub-region. Changes from the two updates to the 2019 Map will not be undone. However, due to the time elapsed since the last update, local governments within the Perth Central Planning Sub-region will be given the opportunity to remove areas of land that have had vegetation reductions of greater than one hectare. For all other local governments across the State, any significant changes to vegetation greater than one hectare will be considered in the Interim Review. The focus on significant changes (greater than one hectare only) will ensure the smooth roll out of the new mapping methodology and minimise disruption.

For further information please refer to the Interim Mapping Standards for Bush Fire Prone Areas.

## **How do I know if I am using the latest version of the Map?**

The latest version of the Map is available from [www.dfes.wa.gov.au/bushfireproneareas](http://www.dfes.wa.gov.au/bushfireproneareas).

**Do you have a colleague that is still accessing a previous edition of the Map through their cache? Remind them to 'refresh' or to access the latest edition using the above link.**

## How was the Map created?

Please refer to the publication Interim Mapping Standards for Bush Fire Prone Areas for an overview of the methodology used to create the Map.

## The aerial photography for my property looks out of date. Does this mean the Map needs to be updated?

The Map displays aerial photography that is publicly and freely available (not necessarily the most recent), drawn from Landgate's public 'Locate' map service. As such, the aerial photography used as a backdrop on the Map varies in its currency and resolution. Imagery in the Perth metropolitan area is approximately 12 months old. Imagery for rural areas is chosen based on the most recent imagery available for the area, however the highest resolution imagery available is used over rural town sites.

The aerial photography displayed is only designed to assist users of the Map to locate their properties and areas of interest. It was not used to determine whether or not a property is considered bush fire prone. The bush fire prone areas (the areas coloured pink on the Map) have been determined using the most recent aerial photography available. In addition, the property boundary layer (the cadastral layer) displayed on the Map is updated on a weekly basis.

## Interpreting the results of a search – is my property bush fire prone?

Clicking within the yellow boundaries of a property on the Map will bring up a pop-up box informing the user whether the property is within or contains a bush fire prone area or not. The border of the property will change to a bright blue colour, so it is easy to identify which property the information relates to. For more information on using the Map, please refer to the Instructions for Use.

For green title properties and strata schemes, one property boundary is displayed and the designation outcome (Bush Fire Prone Area or Not Applicable) applies within the property boundary. For survey strata schemes, the Map may display a separate property boundary for common property areas (such as access ways and drive ways). In these circumstances, a Bush Fire Prone Area designation of the common property would not trigger the bushfire construction requirements for an individual (housing) lot that was returning a 'Not Applicable' outcome.

## Why can't I find my new property using the search function on the Map?

There is a time lag between properties being created and the Esri property street address database being updated. You may be able to locate the new address using the Proposed Roads search function (refer Instructions for Use). Other than navigating to the location manually, you can also search using GPS coordinates if you have these available for the property or area of interest. Coordinates can be searched using a latitude, longitude format (for example, -31.976,115.765).

Note there is no space after the comma between the coordinates.

## Is the dataset available to download?

The Bush Fire Prone Areas dataset is publicly available to download from [data.wa.gov.au](https://data.wa.gov.au) and [Landgate Shared Location Information Platform \(SLIP\)](#) in Shapefile, Web Mapping

Service (WMS) and Web Feature Service (WFS) format. Historical Bush Fire Prone Areas datasets are also available to download from these websites.

### **How does 'designated as bush fire prone' affect planning and building?**

Additional planning and building requirements may apply to developments within designated bush fire prone areas, in accordance with Schedule 2 Part 10A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, State Planning Policy 3.7 Planning in Bushfire Prone Areas, and the Building Code of Australia. Certain exemptions and exclusions may apply. Local governments may also have locally specific planning requirements.

For specific requirements and for more information about how this may apply to you, please refer to the contact information at the end of this document.

### **What should I do if I think my property is incorrectly identified as being in a bush fire prone area?**

If you are concerned that your property has been incorrectly included in the Map, you should contact the planning or building section of your [local government](#). The inclusion or removal of areas of land from the Map depends on a variety of factors that will need to be considered. If your property has been incorrectly identified on the Map, your local government can work with the Office of Bushfire Risk Management (OBRM) to ensure the site is considered in a future review process. In the meantime, to satisfy the current planning and building requirements, a Bushfire Attack Level assessment (basic) may be used in situations where the vegetation in and around the proposed building site has been cleared in the time since the Map has been released.

Please refer to the [DPLH website](#) for further information on this topic.

### **Why has my property changed in designation status, when it appears that there has been no change to the nearby vegetation?**

The bush fire prone areas on the Map are reviewed regularly by OBRM in conjunction with local governments. As a result, the location and size of the 'pink' bush fire prone areas will often change between releases to reflect the clearing or re-vegetation of areas. These changes can be slight, for example, clearing a road verge may move the edge of a bush fire prone area by a few metres.

However, there may be occasional unintended changes in the designation status of a property between releases due to slight variances in the projection, processing and intersection of the Map datasets over time. This situation is most likely to occur where the edge of the pink area just clips a property boundary. We appreciate that it may be difficult to tell when this is occurring, and our team is happy to help investigate.

Please contact [OBRM](#) if you think this situation applies to you.

### **Why does my property appear as bush fire prone when the nearby vegetation does not look bush fire prone?**

A bush fire prone area extends 100 metres from the edge of the bush fire prone vegetation. As such, the 'pink' bush fire prone area may extend into non-vegetated areas.

The data underpinning the 2019 version of the Map of Bush Fire Prone Areas was finalised in September 2019. As such, some areas coloured pink on the Map may no longer be bush fire prone. If you think this is the case for your property, refer to the FAQ above "What should I do if I think my property is incorrectly identified as being in a bush fire prone area?"

### **Where do I get further information about what being in a bush fire prone area means for me?**

For specific requirements and for more information:

#### **Bushfire Planning Policy Framework**

- Refer to the [Department of Planning, Lands and Heritage website](#), or contact the Bushfire Policy Officer at [bushfire@dplh.wa.gov.au](mailto:bushfire@dplh.wa.gov.au) or (08) 6551 9000.
- Contact the planning section of your local government.

#### **Building Regulations and the Application of Building Construction Standards**

- Refer to the [Department of Mines, Industry Regulation and Safety website](#) or contact [BCinfo@dmirs.wa.gov.au](mailto:BCinfo@dmirs.wa.gov.au) or 1300 489 099.
- Contact the building section of your local government.

#### **Information about and help using the Map of Bush Fire Prone Areas**

- Refer to the [Map of Bush Fire Prone Areas website](#) or contact [obrm@dfes.wa.gov.au](mailto:obrm@dfes.wa.gov.au) or (08) 9395 9842.

#### **Bushfire Safety Information**

- Refer to [Department of Fire and Emergency Services](#) for bushfire safety information and useful publications or contact DFES on (08) 9395 9300.

# HOME Hardware

# Avon Trading HOME Hardware

IHG National Store Development 2021

After



Before



After



Before

