

Shire *of* Capel

AGENDA ATTACHMENTS

23 November 2016

- 13.1 Petroleum Exploration Community Statement
- 14.1 Application to Keep Pigeons
- 14.3 Local Planning Policy (LPP) 6.28 Signs
- 15.3 Financial Statements for 31 October 2016

ATTACHMENT TO ITEM 13.1

Petroleum Exploration Community Statement

Attachment: Community Statement Petroleum Exploration in Shire
of Capel



COMMUNITY STATEMENT
PETROLEUM EXPLORATION IN THE SHIRE OF CAPEL

1. The Council of the Shire of Capel acknowledges the principal concerns of the community, being:
 - Concern about the environment, including the globally-recognised biodiversity values within the Shire;
 - Concern about the potential pollution of ground water and ground water aquifers through petroleum exploration;
 - Concern about public health due to the contamination of groundwater and air; and
 - Landholder rights including the right to protect all land including, high-value farmland, the right to seek fair compensation and the right to refuse entry to mining companies.
2. As Council is not the regulatory authority for the issuing of exploration licences and approvals in regards to petroleum exploration in the Shire, there is no statutory right in opposing petroleum exploration within the Shire.
3. As Council is the regulatory authority for the issuing of planning approval for any infrastructure and/or development being undertaken on land within the Shire, when receiving any development applications for petroleum exploration in the Shire it will:
 - Advertise these proposals for public comment; and
 - Take into consideration any valid planning comments/objections received in regards to such applications.
4. Council will continue to support communities and landholders in responding to petroleum exploration proposals in the Shire where such action falls within the Shire's jurisdiction and such actions may include:
 - Providing information to communities and landholders;
 - Facilitating meetings, forums and discussions with the community, government agencies and proponents; and
 - Lobbying government and government agencies to ensure that adequate controls are in place to address the environmental concerns of the community.

MT SCOTT
PRESIDENT

PF SHEEDY
CHIEF EXECUTIVE OFFICER

ATTACHMENTS TO ITEM 14.1

Application to Keep Pigeons

Attachment 1: Shire of Capel Health Local Law 2000 Part 5, Division 5
Pigeons or Doves

Attachment 2: Schedule of Submissions

Division 5 – Pigeons or Doves

Interpretation

5.5.1 In this Division, unless the context otherwise requires-

“Affiliated Person” means a person who is a member of a properly constituted Pigeon Club;

“Code of Practice” means the Code of Practice – Pigeon Keeping and Pigeon Racing, published May, 1994 and amended from time to time and approved by the Pigeon Racing Federation of WA (Incorporated)

“Miscellaneous Birds” includes all birds other than poultry and registered homing or racing pigeons;

“Young Birds” mean any birds under 24 days of age and are recognised as birds without feathers on the flesh under their wings.

Pigeons or Doves

5.5.2 A person who keeps, or permits to be kept, pigeons or doves shall ensure that—

- (a) none is able to approach within 15 metres of a dwelling, public building or premises where people are employed or where food is stored, prepared, manufactured or sold; and
- (b) except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that—
 - (i) is in a yard having an otherwise unobstructed area of at least 30 square metres; and
 - (ii) is maintained in such a manner so as not to create a nuisance by the emission of dust, effluvia or odours.

Certificate of Registration

- 5.5.3
- (1) A person shall not keep pigeons or doves on any land in the district without having first obtained a certificate of registration from the Council on payment of the fee as fixed from time to time by Council under Section 344C of the Act.
 - (2) A certificate of registration shall be valid from its date of issue until the next 30 June.

Application for Certificate of Registration

5.5.4 An application for a certificate of registration shall be:

- (1) lodged by the applicant on the form approved by the Council from time to time
- (2) lodged with specifications, site and construction plans of proposed cages, enclosure or lofts; and
- (3) lodged with the registration fee set by the Council.

Renewal of Registration

5.5.5 A person who keeps pigeons or doves, which are registered under this Part, shall-

- (a) during the month of June in each year apply to the Council for the renewal of the certificate of registration; and
- (b) pay the fee as fixed from time to time by Council under Section 344C of the Act at the time of making each application for renewal.

Approval Limitations

- 5.5.6
- (1) Pigeons or doves shall not be kept within a caravan park or on any land on which is situated a group dwelling or multiple dwelling except for land on which 2 grouped dwellings are permitted; and
 - (2) Unless previously approved by the Council prior to these local laws coming into effect, pigeons or doves shall not be kept on any land which has an area of less than 600m².

Duties of Certificate Holder

- 5.5.7
- The holder of a certificate of registration to keep pigeons or doves shall:
- (a) keep all pigeons or doves confined continuously in cages, enclosures and lofts approved by the Council except that homing pigeons and racing pigeons or doves registered in accordance with this Division may be released in accordance with this Division;
 - (b) keep all cages, enclosures, lofts and their immediate surrounds clean and maintained in good order and condition at all times and the minimum standard to be adhered to shall be that which is specified in the Code of Practice; and
 - (c) dispose of all loft litter by immediate burial or by being bagged and deposited in a household rubbish bin to ensure no nuisance occurs.

Limit on Number of Pigeons or Doves

- 5.5.8
- (1) Subject to subclause (2), the maximum number of pigeons and doves which shall be kept on land the subject of a certificate of registration pursuant to each certificate of registration shall not exceed 20, excluding young birds.
 - (2) A Person who on or before 30 June each year, produces to the Council satisfactory proof that the person is a current member of a recognised incorporated pigeon racing body or is a registered pigeon or dove fancier, may be permitted by Council to keep up to 150 pigeons or doves, excluding young birds, in any residential area or special rural area.

Cage, Enclosure of Loft Requirements

- 5.5.9
- (1) An approved cage, enclosure or loft used to house pigeons or doves shall, be constructed of new materials and shall be constructed to the following minimum requirements.
 - (a) the base floor of any loft shall be of 50mm thick concrete;

- (b) in the case of an elevated loft the suspended floor shall be constructed and maintained in accordance with the requirements of the Code of Practice.
- (c) cladding of loft including the roof shall be of smooth fibro cement sheeting sheet material or other smooth material;
- (2) A cage, enclosure or loft shall not be located nearer than:
 - (a) 1.2 metres from the boundary of any land adjacent to the land, the subject of an application;
 - (b) 9 metres from any dwelling house, church, school room, hall, factory, dairy or food premises; or
 - (c) 9 metres from any road reserve or street.

Exercise of Pigeons

- 5.5.10 (1) A person who is approved to keep registered homing pigeons or racing pigeons may only release such homing pigeons or racing pigeons for exercise between the hours set out in the Code of Practice, unless otherwise authorised by the Council.
- (2) A person shall not release more than 60 registered homing or racing pigeons for exercise or training at any one time.

Alteration, Cancellation or Refusal of Certificate of Registration

- 5.5.11 (1) At any time the Council may amend the conditions contained in or relating to a certificate of registration and without limiting the generality of the same, where any complaint of a nuisance is received, the Council may vary the hours for release of pigeons and impose other conditions deemed necessary to minimise any nuisance from the keeping of pigeons or any associated activity.
- (2) The Council may cancel, refuse to approve or refuse to renew a certificate of registration for any one or more of the following reasons:
- (a) the land is not maintained in accordance with this Division;
 - (b) the cages, enclosures or loft have fallen into disrepair, are unclean or infested with vectors of disease;
 - (c) the pigeons are being released outside the times permitted in section 5.5.10;
 - (d) a condition imposed in accordance with this Division or a certificate of registration has not been complied with in time limits set out for doing so;
 - (e) the applicant or holder of the certificate of registration as the case may be, has two or more convictions under these local laws relating to keeping of pigeons or doves; or
 - (f) non payment of registration fees.

**SCHEDULE OF SUBMISSIONS
APPLICATION TO KEEP PIGEONS
LOT 104 SPURR STREET, CAPEL**

| NO | NAME / ADDRESS & DESCRIPTION OF AFFECTED PROPERTY, LOT NO, STREET, ETC. IF APPLICABLE | SUBMISSION | COMMENTS / RECOMMENDATION |
|----|---|---|--|
| 1. | Resident | "I have nothing against the pigeons only the numbers" as concerned they will impact the native birds that have attracted into the garden. | Applicant willing to consider reduction of numbers to 100. |
| 2. | Resident | Objection stating "we have enough white korellas and bronze wing pigeons that are creating a nuisance and do not need to add any more birds in the area". | No comment. |
| 3. | Resident | Objection firstly regarding the probability of droppings fouling solar panels and needing cleaning to maintain their efficiency and secondly health concern that droppings fouling rainwater tanks. | Excreta rarely a problem for surrounding neighbours – birds are trained that when they are whistled in, they return immediately to loft to be fed and watered. |
| 4. | Resident | Concerned about the potential pest problem, particularly cockroaches. | Generally no problem with cockroaches. Spray the bird lots every 3-4 months. Feed is in containers. Loft cleaned daily. |

ATTACHMENT TO ITEM 14.3

Local Planning Policy (LPP) 6.28 Signs

Attachment: Local Planning Policy 6.28 Signs



Local Planning Policy 6.28 Signs

INTRODUCTION

Signs are a significant element of the Shire's built and rural environments. Signage can add vitality to urban centres and help identify the location of businesses in rural settings. The effectiveness of signage is compromised if the design, siting and numbers are not managed. Inappropriate signage can impact on the visual amenity of an area and compromise public safety.

The purpose of this Local Planning Policy (Policy) is to provide requirements for signs where they require development approval under the Planning & Development (Local Planning Scheme) Regulations 2015 (the Regulations) and the Shire of Capel Town Planning Scheme No. 7 (the Scheme) and identify specific instances where signage is exempt from the requirement to obtain development approval.

This Policy is prepared under the provisions of Part 2 of the Regulations. In making a determination under this Scheme the Shire must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

The provisions of this Policy apply to all land zoned and reserved under the Scheme.

For signs proposed on land not zoned or reserved under the Scheme, the provisions of this Policy will be used for guidance purposes only when undertaking a planning assessment. Where this Policy is inconsistent with the provisions of a specific policy or guidelines applying to a particular site or area, or Local Law, the provisions of that specific policy, guidelines or Local Law shall prevail.

OBJECTIVES

The objectives of this Policy are to:

- (a) Encourage signs which are adequate and effective for business identification needs.
- (b) Promote a high standard of design and presentation of signs that are well integrated with the built form, harmonious with the site, surrounding environment and generally appropriate to their location.
- (c) Ensure that the siting, design and general appearance of the advertising and signage does not detract from the landscape values, amenity, maintainability and rural character of the locality.
- (d) Minimise visual clutter and rationalise the overall number of signs in a streetscape or individual premises.
- (e) Signs to be constructed and maintained to essential standards of public safety.
- (f) Ensure that signs are not located or designed in a manner that would be hazardous to pedestrians and motorists.
- (g) To protect the significance of heritage places or buildings.

STATUTORY BACKGROUND

Clause 60 of the Planning & Development (Local Planning Schemes) Regulations 2015 (the Regulations) requires a person to obtain the prior development approval of the local government unless that development is of a type referred to in clause 61 – *Development for which development approval not required* of the Regulations. In addition to the relevant sub clauses of clause 61 of the Regulations, the following Scheme provisions are also relevant.

Clause 7.11 of the Scheme outlines circumstances where signs may require prior approval of Council within Highway Protection Areas delineated on the Scheme Map.

Clause 7.12 of the Scheme empowers Council to consider a broad range of criteria and impose conditions when dealing with development applications of advertisements.

Clause 7.12.4 (Appendix 11) includes specific types of advertisements that are 'permitted development' and therefore exempt from the need to obtain development approval. Refer to Clause 5.0 of this Policy which incorporates the provisions of Appendix 11 of the Scheme.

Clause 65 of the Regulations and Clause 8.3.10 of the Scheme provides a Local Government with the power to grant development approval retrospectively.

Clause 67 of the Regulations sets out those matters to be considered by Council in considering an application for development approval.

Clause 80 of the Regulations and Clause 7.12.6 of the Scheme provides a Local Government with powers to issue a notice on the owners, occupiers or advertiser of properties that have signs that affect the amenity of the locality.

DEFINITIONS

For the purposes of this Policy the following definitions apply unless otherwise defined within the Scheme.

Animated Sign means a sign with a changing display, such as flashing or chasing bulbs, and any other non-static illuminated display.

Development Approval means an approval given under the relevant Scheme.

Facade means the exterior surface of a wall enclosing a building and excludes the roof.

Fascia means the horizontal band below the roof edge covering the ends of rafters and may also include a nameplate over a shopfront/business window.

Local government means the Shire of Capel.

Owner, in relation to land, means —

- (a) if the land is freehold land —
 - (i) a person whose name is registered as a proprietor of the land; and
 - (ii) the State, if registered as a proprietor of the land; and
 - (iii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land; and
 - (iv) a person who is the holder of a freehold interest in land vested in an executor or administrator under the *Administration Act 1903* section 8.

and

- (b) if the land is Crown land —
 - (i) the State; and
 - (ii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land.

Premises means land, buildings or part of land or a building.

Primary Regional Roads means Boyanup Capel Road, Bussell Highway, Goodwood Road, Picton Boyanup Road and the South Western Highway which are under the care and control of Mains Roads WA pursuant to the *Main Roads Act 1930* and the *Main Roads (Control of Advertisements) Regulations 1996*.

Public authority means public sector departments, agencies, statutory authorities and local governments.

Sign has the same meaning as the term **Advertisement** under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 that states:

advertisement means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing, and includes —

- (a) any hoarding or similar structure used, or adapted for use, for the display of advertisements; and
- (b) any airborne device anchored to any land or building used for the display of advertising; and
- (c) any vehicle or trailer or other similar object placed or located so as to serve the purpose of displaying advertising.

Shire means the Shire of Capel.

DEVELOPMENT APPROVAL REQUIREMENTS

Signs that meet the general and specific requirements set out in the Exempt Signs section of this Policy will generally be exempt from the need to obtain development approval. Development approval is otherwise required for all signs within the Shire.

In addition to development approval, signs may also require the separate approval from other government authorities. This includes Main Roads WA pursuant to the Main Roads (Control of Advertisements) Regulations where signs are proposed within or in close proximity to Primary Regional Road WA controlled roads including Boyanup Capel Road, Bussell Highway, Goodwood Road, Picton Boyanup Road and the South Western Highway. Separate approval may be required under the Greater Bunbury Region Scheme (GBRS) where development is within a Primary Regional Road Reserve.

Building

A separate Building Permit may be required under the Building Act 2011 and Building Regulations 2012 for the structural aspects of the sign. For a simple guide clearly outlining those structures which are exempt from a Building Permit please refer to Building Regulations 2012, Schedule 4 – Building that does not require building permit / Part 2. Kinds of building work for which a building permit is not required. The most relevant items are Item 4. (fence, screen or similar) and Item 5. (mast, antenna or similar). Shire of Capel is located in wind region A.

A copy of the Building Regulations are available free of charge on the State Law Publisher website: www.slp.wa.gov.au and are found by searching for Building Regulations 2012.

Applicants should liaise with the Shire's Building Division to determine which applications require a Building Permit.

Relationship to Local Laws

This Policy operates in conjunction with the Shire's Local Laws in the regulation of development and the use of land within the Scheme area. The Activities in Thoroughfares and Public Places and Trading Local Law 2016 deals specifically with signage and advertisements on public and reserved land.

Liability

The Local Government takes no responsibility for damage to, theft of or claims arising from any sign. It is the applicant's responsibility to ensure that signs on public land are appropriately insured.

POLICY STATEMENT

1.0 GENERAL SIGN PROVISIONS

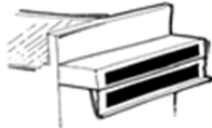




1.1 General requirements applicable to all signs and advertisements:

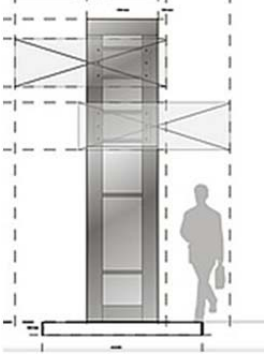
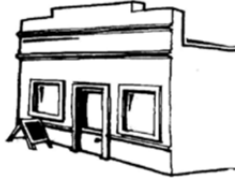
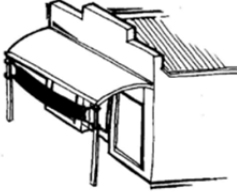
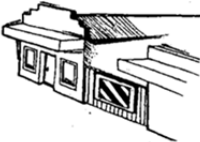

- (a) Signs should complement and integrate with the scale and architectural design of the building in which they are to be located and be compatible with existing surrounding development.
- (b) Signs should be compatible with the style, scale and character of the surrounding streetscape, and the predominant uses within the locality and desired future character and amenity. Consideration will be given to the number and type of existing signs in the locality so as to avoid visual clutter.
- (c) Signs should display a simple and clear message suitable to its context. Signs may contain the name or nature of the business, a logo and/or information that relates directly to the business.
- (d) Signs should be kept clean and in a good, safe working condition.
- (e) Signs should not impede pedestrian, vehicle movements or obstruct visual sightlines of vehicles and/or pedestrians.
- (f) Illuminated signs are required to be maintained to operate as an illuminated sign.
- (g) Signage is required to be securely fixed to the structure by which it is supported.
- (h) The owner or licensee of a sign erected or fixed over walkways, access-ways or other public lands, should cause it to be fixed to provide a clear headway under the sign of not less than 2.75m, unless otherwise permitted by an authorised person.
- (i) Where relevant signs should be covered under the public liability insurance of the business to which it relates if located on or over a thoroughfare.
- (j) Signage should meet all other requirements of the Shire's planning framework including any other relevant requirements set out in a local planning policy, Local Law, Structure Plan or Local Development Plan.

2.0 DEVELOPMENT STANDARDS FOR SPECIFIC SIGNS

2.1 The following standards may be varied where it can be demonstrated that the requirements of Clause 1 and Clause 3 of this Policy are met to the satisfaction of the Shire.

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| Awning Fascia or Verandah Fascia sign means a sign attached to the fascia of an awning or verandah. | |
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| <p>(a) The sign is contained within the depth of the existing fascia and does not exceed the length of the tenancy;</p> <p>(b) The sign is restricted to one sign per street frontage per business; and</p> <p>(c) The advertisement does not exceed 600mm in height.</p> |  |
| <p>Projecting or Verandah sign means a sign attached to and protruding perpendicularly or horizontally, from a building or structure but is not attached to the roof of the building or structure.</p> <p>(a) The sign(s) allows for a headway of at least 2.75m as measured from the immediate below footpath level;</p> <p>(b) The sign(s) does not project above the fascia of the building and does not exceed the width of the awning;</p> <p>(c) The sign is restricted to one sign per street frontage per business and can be double sided; and</p> <p>(d) The sign(s) does not exceed 500 mm in height.</p> |  |
| <p>* Wall, Fascia or Building identification sign means a sign that identifies a building and that may include the name of a building, the street number of a building, the nature of the business and a logo that identifies the business, but that does not include general advertising of products, goods or services. The sign may be attached or painted directly onto the external wall.</p> <p>(a) The sign does not exceed 1.2m in height from the bottom of the sign to the top where the sign is up to 7.5m from ground level;</p> <p>(b) The sign should not extend beyond the frontage of the tenancy either end of the wall;</p> <p>(c) The purpose of the sign is solely for the identification of the name, address, and/or occupants of a building;</p> <p>(d) The colour(s) of the sign is/are to be a sympathetic to the colour scheme of the building that it relates; and</p> <p>(e) Is restricted to one horizontal sign/logo per building facade per business.</p> <p>* Subject to Clause 1 and 3 of this Policy, these signs are deemed acceptable where the building does not have a standard fascia, verandah or equivalent which is capable of accommodating an advertising sign.</p> |  |
| <p>Free Standing Sign means a sign that is supported by one or more piers not attached to a building and is/are permanently attached to the ground.</p> <p>(a) In the case of free standing signs, signage shall not exceed 2.2m² in area per sign and shall not exceed 3.5m in height above the ground level immediately below;</p> <p>(b) The sign(s) do not obstruct the view between the building and the street, thereby preventing casual surveillance of the street from the property and vice versa;</p> <p>(c) A maximum of one Freestanding Sign per lot may be permitted;</p> <p>(d) The sign may be a double faced, and</p> <p>(e) A Building Permit may be required.</p> |  |
| <p>Pylon sign or Monolith sign is similar to a free standing sign but being the same width on its vertical face from ground level to its highest point.</p> |  |

| | |
|---|---|
| <ul style="list-style-type: none"> (a) Not have any part less than 2.75m (in the case of a pylon sign) immediately below the sign , or be more than 6m in height, above natural ground level; (b) Have a maximum width of 2m measured horizontally across the face of the structure; (c) Be restricted to one sign, per site, may be designed to advertise multiple tenancies and can be illuminated and /or double sided; (d) It can be demonstrated that the sign and/or advertisement is consistent with a particular design associated with a specific land use (i.e. pylon signs for petrol stations), and (e) A Building Permit may be required. |  |
| <p>Portable Sign is a sign that is not attached or otherwise to a building and no portion of which is higher than 1.0 m above natural ground level.</p> <ul style="list-style-type: none"> (a) The sign should not exceed an area of 1m² on any side and may be double sided; (b) Be limited to a maximum of one sign per business per lot and shall relate only to the business activity on the site; (c) Be placed so as not to obstruct lines of sight along a thoroughfare or cause any danger to persons using the thoroughfare; and (d) Should not be illuminated. |  |
| <p>Banner Sign is a temporary sign made of lightweight, non-rigid material, such as cloth, canvas or similar fabric and attached on at least two points. Banner signs will only be considered where they:</p> <ul style="list-style-type: none"> (a) Relate to a promotional event and are not in place for a period exceeding 14 days in any six month period; (b) Do not exceed one sign per business per street frontage; (c) Do not exceed dimensions of 1.0m by 3.0m; and (d) Are not located or do not extend beyond the private property boundary. |  |
| <p>Panel Sign is a sign that is attached to a panel and mounted onto an existing vertical structure such as a side fence. It does not include a pylon or monolith sign.</p> <ul style="list-style-type: none"> (a) Is not illuminated; (b) A single faced sign; (c) The sign is to be contained within the height and width of the structure on which it is displayed; (d) The sign should not extend beyond the frontage of the tenancy either end of the wall; and (e) The total area of signage is not greater than 5.0m² per wall. |  |
| <p>Freestanding Banner Sign is a sign that is made from lightweight material attached to a pole weighted to the ground. Freestanding Banner signs come in a variety of shapes and may also be referred to as 'Bali', 'Teardrop', 'Blade' or 'Wing' signs.</p> <ul style="list-style-type: none"> (a) Have a maximum height of 5m; (b) Have a maximum width of 1.2m; (c) A maximum of two (2) signs, per site, may be designed to be double sided; (d) Be placed so as not to obstruct lines of sight along a thoroughfare or cause any danger to persons using the thoroughfare; and (e) Are not located or do not extend beyond the private property boundary. |  |

*Illustration sources: City of Fremantle, City of Joondalup

2.1 Other Signs

- 2.1.1 In assessing signs that are not consistent with the signage types shown within this Policy, the signs shall be assessed against, and be consistent with Clause 1 and Clause 3 (where applicable) of this Policy.

3.0 VARIATIONS TO STANDARDS

- 3.1 Council may vary the requirements outlined within Clause 1 and Clause 2 of this Policy where it can be demonstrated that the following can be met to the satisfaction of the Council:
- (a) The cumulative effect of the signage does not negatively impact on the surrounding locality by way of visual clutter.
 - (b) The scale and design of the signage is subservient to the building to which it relates, are sized in proportion with parapets, panels, windows and wall areas within close proximity to the proposed sign so as to not dominate the view of the building from the street.
 - (c) The signage does not compromise other planning, building or other adopted Shire statutes or standards.
- 3.2 Clause 8.10 of the Scheme refers to the relaxation of standards where a development does not comply with the standards prescribed by the Scheme.

4.0 ADDITIONAL REQUIREMENTS

4.1 Places of Heritage Significance

Heritage is important for the community and has environmental, economic and social benefits as a resource for present and future generations. Development approval is required for most types of development and land use for matters which may affect a heritage precinct or a property on the Register of Heritage Places or the Shire's Municipal Inventory of Heritage Places.

In addition to the specific requirements outlined in this Policy, the Shire is to be satisfied that signs proposed on properties included on the Shire's Municipal Inventory of Heritage Places will not have a detrimental impact on the heritage significance of the site or building. Signs are to be integrated with the building design and not dominate the building architecture. Signs are to be considered in accordance with Clause 7.14 of the Scheme which outlines the purpose and intent of Heritage provisions.

- 4.1.1 In addition to any heritage advice provided in accordance with clause 7.14, the Shire will consider signs on heritage significant buildings acceptable when;
- (a) The sign does not cover any significant architectural features or detailing of a building;
 - (b) The sign does not significantly obstruct the view between the building and the street; and
 - (c) The style and colour/s of signs should be consistent with the style and period of the building.

4.2 Signage Strategies

A signage strategy is an overall plan for the whole of a development site or area, showing the location, type, size and design of all existing and proposed signs, as well as the outline of any buildings, landscaping, car parking areas, vehicular access points etc.

For developments of any significance such as shopping centres, commercial or industrial complexes, service stations, take away food outlets which often include multiple signs, a signage strategy for the whole development will be required as part of the application for development approval. This will enable assessment of the integration of signage with the development design and layout and a holistic assessment of signage proposals against the objectives and provisions of this Policy. A signage strategy may be required to be approved as part of any Structure Plan or Local Development Plan

A signage strategy will be required to be submitted on application for development approval for:

- i. All new buildings where multiple tenancies are proposed; and
- ii. Other developments where the total number of signs (existing and proposed) on the site is likely to exceed a total of five.

The strategy should explain and demonstrate the need for the extent and design of signs proposed, having regard to the objectives and provisions of this Policy and should seek to integrate the signage with the development design, particularly through the provision of signage panels within the building facades. Recognising that specific uses may not be known at the planning approval stage, it is not necessary to include specific signage content in the signage strategy.

Once approved, all subsequent sign applications will be assessed against previously approved signage strategies. Modifications to the signage strategy to permit additional signage will be subject to a further approval.

5.0 EXEMPTED SIGNS

| Exempted Sign * | Maximum Size and Requirements |
|--|---|
| <p>Property Disposal A property disposal sign is a sign indicating that a premises, property or group of properties are for sale, letting or to be auctioned.</p> | <ul style="list-style-type: none"> (a) One sign per street frontage advertising for sale, lease or rent the property on which the sign is situated; (b) Do not exceed a maximum area of 2m² erected on a private property; and (c) Are removed (within 28 days) upon completion of the sale or lease of the building or site to which it relates. |
| <p>Construction sites A construction site sign is a sign erected at a building site which informs the public about the development and the various companies involved in the development.</p> | <ul style="list-style-type: none"> (a) One sign per street frontage advertising details of the project, architects, contractors or builders, displayed only for the duration of the construction; and (b) Maximum area as follows— Do not exceed a maximum area of 2m² where the subject site is less than 1000m² in area or 4m² where the site is greater than 1000m² in area. |
| <p>Display Home Sign A sign which is displayed for the period over which homes are on display for public inspection.</p> | <ul style="list-style-type: none"> (a) Do not exceed one sign per street frontage; (b) Do not exceed 2m² in area; and a maximum height of 2m; (c) Are located entirely within the private property; and (d) Illumination is not permitted. |
| <p>Plaque or Plate</p> | <p>On the site to which they pertain to indicate the name and occupation or profession of the occupier of the premises. This can include a sign associated with a home occupation, bed and breakfast, cottage industry or home based trade at a residential property.</p> |

| | |
|--|--|
| | Maximum area 0.2m ² |
| <p>Home Open Sign A home open sign means a portable freestanding sign used to direct persons to a home for sale that is open for inspection by the public.</p> | <p>(a) The sign shall not exceed an area of 1m² on any side and may be double sided;</p> <p>(b) Be limited to a maximum of one sign per business per lot and shall relate only to the business activity on the site;</p> <p>(c) Be placed so as not to obstruct lines of sight along a thoroughfare or cause any danger to persons using the thoroughfare; and</p> <p>(d) Shall not be illuminated.</p> |
| <p>Election Sign A temporary , non illuminated sign in connection with with an election, referendum or other poll conducted under the Commonwealth Electoral Act 1918 (Commonwealth), the Electoral Act 1907 or the Local Government Act 1995.</p> <p>The primary purpose of the sign is for political communication in relation to the election, referendum or poll.</p> | <p>(a) The sign shall not exceed an area of 1m²;</p> <p>(b) Only be installed with the owner’s consent; and</p> <p>(c) Not erected or installed until the election, referendum or other poll is called and is removed no later than 48 hours after the election, referendum or other poll is conducted.</p> |
| Window sign | Provided the sign(s) is/are displayed on the windows of the business premises from which the advertised item is sold, or the advertised services are supplied, and the total sign does not cover more than 50% of the total window area of the tenancy as viewed from the street. |
| Internal sign | All signs placed or displayed within buildings which cannot ordinarily be seen by a person outside of those buildings. |
| Local Reserves | Signs erected by a public authority, or on its behalf for the purpose of public safety or information and/or the direction and control of people, animals or vehicles |
| | Refer Appendix 11 of the Scheme. |
| Road Reserves | Signs erected by a public authority, or on its behalf for the purpose of public safety or information and/or the direction and control of people, animals or vehicles |

* The exempted signs specified exclude signs which contain any illumination or radio; animation or movement in its design or structure; reflective, retro-reflective or fluorescent materials in its design structure.

6.0 SIGNS NOT PERMITTED

6.1 The following signs will not be approved on private land as they are considered to be inconsistent with the objectives of this Policy and include:

- (a) the name, logo, or symbol of a company or other organisation that does not own or substantially occupy the site or building on which the sign is located;
- (b) a product, activity or service not provided on the site on which the sign or advertisement is located;
- (c) a product or service that does not form part of the signage displaying the name, logo or symbol; of a company or other organisation that owns or substantially occupy the site or building on which the sign or advertisement is located;

- (d) a tethered sign - Any balloon or other device flown above a building;
- (e) a person shall not fly post at any place or location within the Shire;
- (f) any sign painted on the roof of any building or any above roof sign that protrudes above the normal roofline of the building; or
- (g) any sign located at a roundabout or within the clear zone of a road reserve.

6.2 In the case of illuminated signs:

- (a) Signs or advertisements are not to emit a flashing or moving light or radio signal; animation or movement in its design or structure; reflective, retro-reflective or fluorescent materials in its design structure.
- (b) Advertisements in the form of an Animated sign will not, be supported by the Shire.

6.3 In regards to third party signs Council may vary the requirements in the following limited circumstances and subject to the provisions of this Policy where:

- (a) A consolidated signage structure at the entry to a town provided by or on behalf of the Shire. This will be a purpose-built facility advertising services, community and tourist information;
- (b) Elections signs; and
- (c) Signage on the Boyanup Capel Road, Bussell Highway, Goodwood Road, Picton Boyanup Road and the South Western Highway that is consistent with the Local Planning Policy 6.8 Dalyellup Common Interest Area, Policy 6.19 Highway Signage for Rural and Tourism Activities and Services and Clause 7.11 of the Scheme specifically related to signage abutting these roads.

7.0 POLICY APPLICATION

This Policy is applicable to all zones under the Scheme and all signage proposals within the Shire. This Policy does not deal with signage that is exempt from the requirements for development approval under Appendix 11 of the Scheme or signage under the management or control of the Shire on public thoroughfares as defined by the *Local Government Act 1995*. Where this Policy is inconsistent with the provisions of a specific policy or guidelines applying to a particular site or area, the provisions of that specific policy or guidelines shall prevail.

| | |
|---|--|
| Procedure: | |
| Originating Section: Engineering & Development Services | Relevant Legislation: Planning and Development Act 2005; Planning & Development (Local Planning Schemes) Regulations 2015; Town Planning Scheme No.7. |
| Reviewer: Executive Manager Engineering & Development Services | Delegated Authority: |
| Adopted: Minute OC0907, 28.09.16 | Other References: Policy 6.8; Policy 6.19 and Activities in Thoroughfares and Public Places Trading Local Law 2016. |
| Amended: Minute | |
| Review Date: December 2017 | |

ATTACHMENTS TO ITEM 15.3

Financial Statements for 31 October 2016

Attachment: Financial Statements for October 2016



SHIRE OF CAPEL
MONTHLY FINANCIAL REPORT
FOR THE YEAR TO DATE 31 October 2016

TABLE OF CONTENTS

| | |
|---|----------|
| Statement of Financial Activity | 1 to 2 |
| Statement of Financial Position | 3 |
| Notes to and Forming Part of the Financial Report | 4 to 28 |
| Year to Date Variance Analysis | 29 to 45 |
| Capital Works Programme | 46 to 50 |
| Cash on Hand and Investments | 51 |

ATTACHMENT TO ITEM 15.3

SHIRE OF CAPEL

**STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR TO DATE 31 October 2016**

| | NOTE | Year to Date Actual \$ | Year to Date Budget \$ | 2017 Original Total Budget \$ | 2017 Year End Forecast \$ | 2016 Year End Actual \$ |
|--|------|------------------------------|------------------------------|--|------------------------------------|----------------------------------|
| REVENUES FROM ORDINARY ACTIVITIES | | | | | | |
| Rates | 18 | 11,294,666 | 11,325,390 | 11,325,844 | 11,325,844 | 10,188,636 |
| Operating Grants, Subsidies and Contributions | 23 | 522,797 | 532,842 | 2,011,674 | 2,011,674 | 1,107,424 |
| Fees and Charges | 22 | 2,567,318 | 2,543,516 | 3,057,023 | 3,057,023 | 3,078,025 |
| Interest Earnings | 2(a) | 107,939 | 149,448 | 370,530 | 370,530 | 434,917 |
| Other Revenue | | 46,995 | 55,229 | 166,057 | 166,057 | 330,566 |
| | | <u>14,539,714</u> | <u>14,606,425</u> | <u>16,931,128</u> | <u>16,931,128</u> | <u>15,139,568</u> |
| EXPENSES FROM ORDINARY ACTIVITIES | | | | | | |
| Employee Costs | | (1,974,843) | (2,047,416) | (6,740,422) | (6,740,422) | (6,486,034) |
| Materials and Contracts | | (1,513,304) | (2,161,791) | (6,477,881) | (6,477,881) | (5,512,244) |
| Utilities | | (128,530) | (165,877) | (497,876) | (497,876) | (544,942) |
| Depreciation | 2(a) | (1,336,222) | (1,946,196) | (5,838,642) | (5,838,642) | (5,676,816) |
| Interest Expenses | 2(a) | (29,616) | (29,616) | (418,238) | (418,238) | (405,330) |
| Insurance | | (131,565) | (109,100) | (182,305) | (182,305) | (155,995) |
| Other Expenditure | | (116,353) | (79,962) | (317,236) | (317,236) | (322,000) |
| | | <u>(5,230,433)</u> | <u>(6,539,958)</u> | <u>(20,472,600)</u> | <u>(20,472,600)</u> | <u>(19,103,361)</u> |
| | | 9,309,281 | 8,066,467 | (3,541,472) | (3,541,472) | (3,963,793) |
| Non-Operating Grants, Subsidies and Contributions | 23 | 336,884 | 1,598,696 | 7,456,123 | 7,456,123 | 2,629,698 |
| Loss on revaluation of fixed assets | | | | | | (171,563) |
| Profit on Asset Disposals | 16 | 4,630 | 27,636 | 82,908 | 82,908 | 29,297 |
| Loss on Asset Disposals | 16 | 0 | 0 | | | (21,833) |
| | | <u>9,650,794</u> | <u>9,692,799</u> | <u>3,997,559</u> | <u>3,997,559</u> | <u>(1,498,194)</u> |
| Changes on revaluation of non-current assets | | 0 | 0 | 0 | 0 | 8,996,936 |
| TOTAL COMPREHENSIVE INCOME | | <u><u>9,650,794</u></u> | <u><u>9,692,799</u></u> | <u><u>3,997,559</u></u> | <u><u>3,997,559</u></u> | <u><u>7,498,742</u></u> |

ATTACHMENT TO ITEM 15.3

**SHIRE OF CAPEL
RATE SETTING STATEMENT
FOR THE YEAR TO DATE 31 October 2016**

| | NOTE | YTD Actual \$ | YTD Budget \$ | 2017 Budget \$ | 2017 Forecast \$ | 2016 Year End Actual \$ |
|--|------|--------------------|--------------------|----------------------|------------------------|----------------------------------|
| OPERATING REVENUES | | | | | | |
| Governance | | 17,069 | 9,141 | 36,587 | 36,587 | 85,438 |
| General Purpose Funding | | 11,282,356 | 3,197,274 | 12,789,159 | 12,789,159 | 10,939,794 |
| Law, Order, Public Safety | | 57,460 | 84,186 | 336,841 | 336,841 | 331,062 |
| Health | | 118,001 | 37,533 | 150,147 | 150,147 | 58,769 |
| Education and Welfare | | 12,775.39 | 6,324 | 25,343 | 25,343 | 31,114 |
| Community Amenities | | 2,270,721 | 616,404 | 2,465,671 | 2,465,671 | 2,429,790 |
| Recreation and Culture | | 673,652 | 895,674 | 3,582,839 | 3,582,839 | 1,163,656 |
| Transport | | 336,948 | 1,128,327 | 4,513,350 | 4,513,350 | 2,148,539 |
| Economic Services | | 83,429 | 102,801 | 411,277 | 411,277 | 408,651 |
| Other Property and Services | | 28,818 | 39,732 | 158,944 | 158,944 | 201,750 |
| | | <u>14,881,227</u> | <u>6,117,396</u> | <u>24,470,158</u> | <u>24,470,158</u> | <u>17,798,563</u> |
| OPERATING EXPENSES | | | | | | |
| Governance | | (198,262) | (190,746) | (763,332) | (763,332) | (669,565) |
| General Purpose Funding | | (70,906) | (60,708) | (242,858) | (242,858) | (427,996) |
| Law, Order, Public Safety | | (255,238) | (248,610) | (994,817) | (994,817) | (889,546) |
| Health | | (180,166) | (139,599) | (558,559) | (558,559) | (479,315) |
| Education and Welfare | | (65,236) | (72,960) | (292,079) | (292,079) | (263,517) |
| Community Amenities | | (943,393) | (871,032) | (3,484,505) | (3,484,505) | (3,584,160) |
| Recreation & Culture | | (1,211,380) | (1,152,117) | (4,610,358) | (4,610,358) | (4,022,943) |
| Transport | | (2,008,378) | (2,050,605) | (8,202,670) | (8,202,670) | (7,684,809) |
| Economic Services | | (338,404) | (319,332) | (1,277,551) | (1,277,551) | (977,616) |
| Other Property and Services | | 40,930 | (11,424) | (45,871) | (45,871) | (125,727) |
| | | <u>(5,230,433)</u> | <u>(5,117,133)</u> | <u>(20,472,600)</u> | <u>(20,472,600)</u> | <u>(19,125,194)</u> |
| NET OPERATING RESULT | | 9,650,794 | 1,000,263 | 3,997,556 | 3,997,556 | (1,326,631) |
| ADJUSTMENTS FOR CASH BUDGET REQUIREMENTS: | | | | | | |
| Non-cash Expenditure and Revenue | | | | | | |
| (Profit)/Loss on Asset Disposals | 16 | (4,630) | (20,727) | (82,908) | (82,908) | (7,464) |
| Movement in Deferred Pensioner Rates (Non-C) | | 0 | 0 | 0 | 0 | 0 |
| Movement in Employee Benefit Provisions (Non | | (0) | 0 | 0 | 0 | (24,019) |
| Adjustment to Current asset provision | | 0 | 0 | 0 | 0 | (190,394) |
| Depreciation on Assets | 2(a) | 1,336,222 | 1,459,647 | 5,838,642 | 5,838,642 | 5,676,816 |
| Capital Expenditure and Income | | | | | | |
| Purchase Land Held for Resale | | 0 | 0 | 0 | 0 | 0 |
| Purchase Land and Buildings | | 0 | (4,500) | (18,000) | (18,000) | 0 |
| Purchase Furniture and Equipment | | (38,205) | (30,675) | (122,711) | (122,711) | 0 |
| Purchase Plant and Equipment | | (45,977) | (204,453) | (817,839) | (817,839) | (1,665,945) |
| Purchase Infrastructure Assets (Roads) | | (54,885) | (1,898,580) | (5,244,539) | (5,244,539) | (1,640,408) |
| Purchase Infrastructure Assets (Paths) | | (4,125) | 0 | 0 | 0 | (344,988) |
| Purchase Infrastructure Assets (Drainage) | | 0 | 0 | 0 | 0 | (297,520) |
| Purchase Infrastructure Assets (Parks & Ovals) | | (224,270) | 0 | 0 | 0 | (2,603,423) |
| Non Cash Infrastructure Assets | | 0 | 0 | (2,350,000) | (2,350,000) | 0 |
| Disposal of Assets | 16 | 0 | 46,161 | 184,652 | 184,652 | 252,618 |
| Repayment of Loans | 17 | (193,919) | (129,712) | (610,779) | (610,779) | (527,015) |
| Proceeds from New Borrowings | 17 | 0 | 0 | 0 | 0 | 2,000,000 |
| Self Supporting Loan Advances | 17 | 0 | 0 | 0 | 0 | 0 |
| Unspent Loans Bought Forward | | 0 | 0 | 0 | 0 | 0 |
| Self Supporting Loan Principal Income | | 0 | 0 | 0 | 0 | 12,802 |
| Transfers to Reserves | 12 | (87,816) | (63,435) | (3,023,689) | (3,023,689) | (3,006,847) |
| Transfers from Reserves | 12 | 0 | 0 | 2,102,386 | 2,102,386 | 3,777,612 |
| Add: Surplus/(Deficit) 1 July B/Fwd | | 527,141 | 151,668 | 151,668 | 151,668 | 441,947 |
| Less: Estimated Surplus/(Deficit) 30 June C/Fw | | 0 | 0 | 0 | 0 | (527,141) |
| NET CURRENT ASSET POSITION | | <u>10,860,329</u> | <u>305,657</u> | <u>4,442</u> | <u>4,442</u> | <u>0</u> |

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF CAPEL

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR TO DATE 31 October 2016

| | NOTE | 2017 \$ | 2016 \$ |
|--------------------------------------|------|--------------------|--------------------|
| CURRENT ASSETS | | | |
| Cash and Cash Equivalents | 3 | 17,251,454 | 12,593,309 |
| Investments | 4 | 25,000 | 25,000 |
| Trade and Other Receivables | 5 | 5,340,497 | 691,861 |
| Inventories | 6 | 96,355 | 98,092 |
| TOTAL CURRENT ASSETS | | <u>22,713,305</u> | <u>13,408,262</u> |
| NON-CURRENT ASSETS | | | |
| Other Receivables | 5 | 2,583 | 2,583 |
| Inventories | 6 | 340,884 | 340,884 |
| Property, Plant and Equipment | 7 | 29,162,028 | 29,422,322 |
| Infrastructure | 8 | 143,971,299 | 144,679,765 |
| TOTAL NON-CURRENT ASSETS | | <u>173,476,795</u> | <u>174,445,554</u> |
| TOTAL ASSETS | | <u>196,190,100</u> | <u>187,853,816</u> |
| CURRENT LIABILITIES | | | |
| Trade and Other Payables | 9 | 687,471 | 1,662,336 |
| Long Term Borrowings | 10 | 416,860 | 610,779 |
| Provisions | 11 | 840,589 | 981,685 |
| TOTAL CURRENT LIABILITIES | | <u>1,944,919</u> | <u>3,254,800</u> |
| NON-CURRENT LIABILITIES | | | |
| Long Term Borrowings | 10 | 7,352,844 | 7,352,844 |
| Provisions | 11 | 127,539 | 127,539 |
| TOTAL NON-CURRENT LIABILITIES | | <u>7,480,383</u> | <u>7,480,383</u> |
| TOTAL LIABILITIES | | <u>9,425,302</u> | <u>10,735,183</u> |
| NET ASSETS | | <u>186,764,798</u> | <u>177,118,633</u> |
| EQUITY | | | |
| Retained Surplus | | 90,555,600 | 80,997,250 |
| Reserves - Cash Backed | 12 | 10,324,916 | 10,237,100 |
| Reserves - Asset Revaluation | | 85,884,283 | 85,884,283 |
| TOTAL EQUITY | | <u>186,764,798</u> | <u>177,118,633</u> |

This statement is to be read in conjunction with the accompanying notes.