


Shire of Capel
Annual Report
2021-2022



We wish to acknowledge the traditional custodians of the land we are meeting on, the Wadandi people.

We wish to acknowledge and respect their continuing connection to the land, waters and community.

We pay our respects to all members of the Aboriginal communities and their culture; and to Elders past and present, their descendants who are with us today, and those who will follow in their footsteps.

Photo credit Terri Sharp

Contents

CEO Report	4
Shire President Report	6
Snapshot.....	8
Executive Management Team.....	10
Councillors.....	11
Council Committees	12
Our Values	14
Our Vision.....	15
Future Direction 1 - Strengthen and enhance the well-being of our community.....	16
Children’s Services.....	17
Library Services	18
Adult Programming.....	21
Community Development and Safety	24
Future Direction 2 – Manage and protect our environment	44
Waste Services	45
Emergency Services	46
Health Services.....	49
Ranger Services (Community Safety)	51
Future Direction 3 – Foster a dynamic, diverse and strong local economy	57
Development Services.....	58
Future Direction 4 – Deliver good leadership, governance and decision making.....	60
Statutory information	61
Shire Staff Statistics	66
Work Health and Safety (WHS) Statistics.....	67
Records Management.....	68
Future Direction 5 – Provide and maintain suitable infrastructure and facilities.....	69
Buildings Maintenance.....	70
Operations – Works.....	71
Operations – Parks	72
Future Direction 6 – Effective communication, engagement, and relationship development	75
Communications 2022.....	76
Customer Service.....	78
Annual Financial Statements and Financial Summary 2021-2022	80

Message from the CEO



I am pleased to present the 2021/22 Annual Report to our community.

The 2021/22 year saw the Capel community and our organisation move out of the pandemic lockdown phase and into learning to live with COVID. Many challenges emerged as 'we got on with life' and continue to be experienced by everyone, in our work and home lives.

Our focus remained on delivering quality services to the Capel community, while keeping our residents and staff safe in a new COVID world.

The 2021/22 Annual Report.

The 2021/22 Annual Report presents the community with details of the Shire's financial position at 30 June 2022. The Annual Report also provides a summary of specific achievements, successful projects, highlights of key events and services, as well as operational activities that have contributed to the ongoing success of the Shire throughout 2021/22.

Life with COVID delivered many challenges for the Shire that included higher costs, resource shortages, supply and delivery delays and operational disruptions through illness. These circumstances meant that in several areas, the level of service the Shire provided to the Capel community was not what we wanted it to be.

The Shire continued to focus on having amazing people work for us, improving how we do business, being open and honest with the community and continually striving to deliver a quality service. Moving into 2022/23, our efforts will be directed at service quality consistency and responsiveness to the community.

Despite the challenges of 2021/22 we achieved much and looking forward, we are excited at the year to come and working with the Capel community to share in an amazing future.

2020/21 Strategic Focus and Future Sustainability.

The six Future Directions outlined in our Strategic Community Plan 2021 to 2031 are:

- Direction 1: Strengthen and enhance the well-being of our community.
- Direction 2: Manage and protect our environment.
- Direction 3: Foster a dynamic, diverse and strong local economy.
- Direction 4: Deliver good leadership, governance and decision-making.
- Direction 5: Provide and maintain suitable infrastructure and facilities.
- Direction 6: Effective communication, engagement and relationship development.



Although faced with many challenges, 2021/22 saw the successful achievement of Year One outcomes in the Strategic Community Plan 2021 to 2031, and our Corporate Business Plan 2021 to 2025.

Setting a sustainable future for the Shire and our community remained a significant focus and saw for the first time, the introduction of the WA Treasury Corporation's Financial Sustainability Modelling. The Sustainability Modelling incorporates the details of the Shire's Long Term Financial Plan, with current and future income (grant funding and operational), expenditure (operational, maintenance and capital), rating, borrowing and investment.

This Financial Sustainability Modelling was shared with the Capel community both online and at a series of Townhall meetings in Dalyellup, Capel, Boyanup and Gelorup.

Full integration of our Strategic Community and Corporate Business Planning, with our Long-Term Financial Plan and Sustainability Modelling in 2022/20,3 will guide the Shire's direction over the next ten years.

We aim to see the community's aspirations for the future, transition into actions and achievable operations for the Shire, while retaining a fiscally responsible position and maintaining our facilities and assets at a fit-for-purpose service level.

Achieving the community's future aspirations will present many challenges, none more so than financial. We will consult with the community in the first half of 2023 and outline the important decisions that need to be made to ensure the sustainability of our Shire long into the future.

Our Annual Report 2021/22 details the Shire's work in each of the six Future Directions outlined in our Strategic Community Plan 2021 to 2031.

Finally, I sign off this message by thanking our Councillors and Shire Staff for their continued dedication and commitment to serving our community.

Our team is committed to listening and acting with our community to deliver an exciting future for the Shire of Capel.

Gordon MacMile
Chief Executive Officer

Message from the Shire President



On behalf of the Shire of Capel, it is my pleasure to present the 2021/22 Annual Report.

This report outlines the Shire's financial position as at 30 June 2022, key service outcomes and achievements across the organisation.

The year saw the Shire face many challenges, yet also achieve many outcomes on the behalf of the community. The ongoing challenge of the COVID-19 pandemic continued to place pressure upon not only the Shire of Capel, but the community and business sector. It was great to see groups, employers and clubs adapt to the changing environment while keeping our residents safe and being responsive and compassionate in times of need.

Council elections were held in October 2021, which saw the election of Cr Ashley Dillon, Cr Christine Terrantroy and Cr Peter McCleery. I was honoured to have been re-elected to Council and to be elected Shire President by my fellow Councillors. I thank them for their trust and support in this position, with particular acknowledgement to Cr Sebastian Schiano as Deputy President. The elections saw the retirement of former Shire Presidents Cr Murray Scott (2001-2019) and Cr Michael Southwell (2019-2021). I again want to thank them for their service to the Shire of Capel.

Throughout the year we also welcomed a new executive team

- Mr Gordon MacMile, CEO
- Mrs Samantha Chamberlain, Director of Community and Corporate Services
- Mrs Tanya Gillett, Director of Infrastructure and Development

It has been a pleasure to represent the Shire on the regional stage. The 2021 census has estimated our population at 18,175. As the fourth largest Local Government by population in the Southwest, it was time the Shire played a more prominent role in the region.

We have established regular meetings with our neighbouring Councils, to ensure we share more than just a boundary. The same has also been established with our local MP's, so they are kept up to date on matters in the Shire of Capel. It is great chatting with Nay Pearce of SEN Spirit Southwest fortnightly to chat about events, news, and issues in the District.

In November 2021, Council adopted two strategic documents.

Our first *Key Advocacy Prospectus 2021/22 & Beyond* - This combined the top ten priorities for the Shire into one document, providing a simple and effective way to promote our key priorities.

We also adopted a new *Corporate Business Plan (CBP) 2021-2025*. It is a fantastic achievement that 93% of tasks to be undertaken in 2021-22 were completed by June 2022.

While there is always work to be done to improve systems, a great addition was the Shire signing up to *SpacetoCo*, an online booking platform. This platform allows users to book the Shire's community centres, meeting spaces and parks all from one simple website providing available times and prices.

The 2021-22 financial year included a \$10,069,650.00 spend on infrastructure in the District. Major projects such as the Dalyellup Multi-purpose Community and Youth Centre came a step closer with the scope and detail plans completed. The long overdue Dalyellup Skatepark began construction in February and was opened on 14 October 2022.

Our community has continued to grow, through the year we welcomed 157 new citizens. The 2021 census also revealed that our community volunteers more than the State & National average. This is a great reflection on those who give back in so many ways to our community, contributing to the *lifestyle of choice* we offer here in the Shire of Capel.

Finally, I'd like to acknowledge and thank the efforts of my fellow Councillors and Shire Staff for their dedication to their roles and the pride I know we all take in the Shire of Capel.

Douglas Kitchen
Shire President



Snapshot

Snapshot

Located 200km south of Perth in Australia's Southwest - our Shire covers 557km² along 27km of Geographe Bay. Capel and surrounding areas are the traditional lands of the indigenous Bibbulmun Wadandi people and were settled by Europeans in the 1830s.

The Capel region is one of the most bio-diverse areas globally. It is home to the world's last remaining tuart forest.

Our Shire contains a mix of new urban development and rural heritage areas. Each community and area are unique, from quiet seaside settlements to charming country towns.

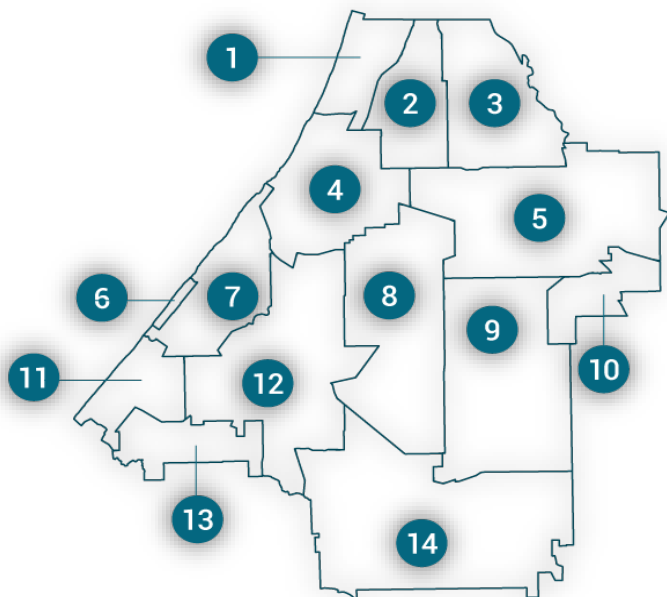
We have a diverse population made up of young families, professionals, and older couples of various cultures and ethnicities. As a predominantly rural municipality – our key industries include agriculture, horticulture, and viticulture. Other local industries include mineral sands mining, basalt, timber, arts, and crafts. We supply local and export markets with quality products, produce and premium wines from small vineyards.

Extractive industry and mining contribute to the global mineral sands sector by providing titanium mineral products and zircon. Our communities are continually growing and changing as many seek a coastal or rural lifestyle close to amenities and employment opportunities.

We use strategic planning and reporting to ensure we continue to supply our community with appropriate infrastructure, facilities, and services.

Our localities

1. Dalyellup
2. Gelorup
3. North Boyanup
4. Stratham
5. Boyanup
6. Peppermint Grove Beach
7. Stirling Estate
8. Elgin
9. The Plains
10. Gwindinup
11. Forrest Beach
12. Capel
13. Ludlow
14. Capel River



Your Rates

Local governments set a projected revenue balance each year as part of the budgeting process. To achieve a balanced budget, a 'rate in the dollar' is determined by dividing the rates collected by the total amount of valuations.

Each individual rate is calculated by multiplying the Gross Rental Value (GRV) or Unimproved Value (UV) of a property by the rate in the dollar, which is set by the Council. We also use a minimum rate to ensure each ratepayer contributes to the provided services.

Financial Year	2019/2020	2020/2021	2021/2022
Rates Levied	\$12,847,173	\$12,891,710	\$13,142,561
Rateable Assessments	7,625	7,622	7,823

Population (2021 Census All persons QuickStats)



People 18,175

- Male 48.9%
- Female 51.1%
- Median Age 38



Families 5,093

- Ave. number of children per family (with children) 1.9
- Ave. number of children per family (for all households) 0.9



All private dwellings

- Ave. number of people per household 2.8
- Median weekly household income \$1,949
- Median monthly mortgage repayments \$1,733
- Median weekly rent \$350
- Ave. number of motor vehicles per dwelling 2.2

Executive Management Team

L-R

Tanya Gillett

Director Infrastructure & Development

Gordon MacMile

Chief Executive Officer

Samantha Chamberlain

Director Community & Corporate





Councillors

L-R Cr Rosina Mogg, Cr Sebastian Schiano (Deputy Shire President), Cr Kieran Noonan, Cr David Clews, Cr Ashley Dillon, Cr Doug Kitchen (Shire President), Cr Christine Terrantroy, Cr Peter McCleery and Cr Kaara Andrew.

Council Committees

Shire of Capel Councillors are members of a range of committees in both the Shire and surrounding districts. They provide information and advice to the Council on topical issues in the region. A local government may establish committees of three or more persons to assist the Council to exercise the powers and discharge the duties of the local government that can be delegated to committees.

The Bush Fire Advisory Committee is convened under the Bush Fires Act 1954.

The Audit Committee is established under the powers given in section 5.8 and 7.1A of the Local Government Act 1995, and as prescribed in the Local Government (Audit) Regulations 1996.

Other committees are established under the Local Government Act 1995 s5.8.





Audit Committee

Audit Committee is responsible for overseeing the financial affairs of the Shire. The committee reviews the annual financials reviews organisation performance and financial management.

Members

Cr K Andrew
Cr D Kitchen
Cr K Noonan
Cr R Mogg
Cr C Terrantroy
Dr K Parker



Bush Fire Advisory Committee

The Bush Fire Service is comprised of five Brigades. Brigade members are all trained volunteers and the Council seeks input from these members via the Bush Fire Advisory Committee (BFAC) on matters relating to bush fire prevention and control.

Members

Cr D Kitchen
Cr A Dillon
Elgin Bush Fire Brigade
Boyanup Bush Fire Brigade
Chief Bush Fire Control Officer
Deputy Bush Fire Control Officer
Capel Bush Fire Brigade
Gelorup Bush Fire Brigade
Stirling Bush Fire Brigade



Climate Change Adaptation & Sustainability Committee

The Committee held its first meeting on 9 June 2010, following a Council decision to establish a Climate Change Policy Committee. Originally concerned only with the development of a policy on climate change initiatives for endorsement by the Council, the scope of the committee has now broadened.

Members

Cr D Clews
Cr P McCleery
Cr R Mogg
Cr S Schiano
Cr C Terrantroy



Local Emergency Management Committee

Local Emergency Management Committees (LEMCS) manage Local Emergency Management Arrangements (LEMAs), liaise with public authorities and other persons to develop and carry out emergency management activities.

Members

Cr D Kitchen
Cr P McCleery
Cr K Andrew



Economic Development Advisory Committee

The Economic Development Advisory Committee's purpose is to provide advice to the Shire of Capel on business and economic development matters. The committee consists of three elected Council members, two Government agency representatives, two business association representatives and one business representative.

Members

Cr K Noonan
Cr R Mogg
Cr C Terrantroy
Capel Chamber of Commerce
Regional Development Australia
Bunbury Geographe
Economic Alliance
Bunbury Geographe Chamber of Commerce
South West Development Commission
Iluka Resources Limited
Boyanup Business

Our Values

Honesty

We are truthful, trustworthy and genuine in all that we say and do.

Empathy

We are kind and show understanding of people's circumstances, perspectives and differences.

Accountability

We are transparent in all that we do, and stay true to our word by taking responsibility for our actions.

Respect

We are respectful in all that we do, and all interactions we have, while being inclusive and mindful of differences.

Teamwork

We are cooperative, collaborative and united while working towards common goals of our Shire.



Our Vision

A future focused and resilient community that benefits from good governance, responsive services and appropriate facilities to deliver positive social, environmental and economic outcomes for everyone.

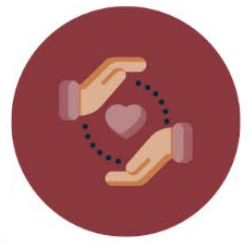




Future Direction 1 | Strengthen and enhance the well-being of our community

Support for physical activity and mental health support. More community activation and greater support for activities and community hubs.





Children's Services

National Simultaneous Storytime

National Simultaneous Storytime is held annually by Australian Library and Information Associations (ALIA). Every year a picture book is written and illustrated by Australians and is read in libraries, school, homes and children's facilities all over the country and the world.

This year's book is called The Family Tree and is written by Josh Pyke and illustrated by Ronojoy Ghosh.

This year's book was read at all three Shire of Capel Libraries and was enjoyed by many families. The children enjoy a craft where they coloured and glued leaves on their own family tree.

Mini Engineers School Holiday Activities

This school holiday activity was based on Steam Education. 30 children and their families attended the session at the Capel Community Centre.

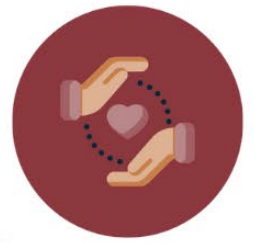
Robotics was a big part of the session, children learned how to program Edison Robots to wrestle each other.

Beebots are programable robots designed for the younger children. They were guided how to program the Beebots to get from one destination to another on specialised mats.

DIY playdough was a hit. Children were all given a plain dough, and were encouraged to use food colouring and glitter to make their own creation. They were able to watch it change colour and texture.

Catapult building was another favoured activity by the children. Pop sticks, rubber bands and a ball were given to the attendees. They were challenged to make their own successful catapult.

Good old-fashioned potato prints on paper were a popular craft on the day, not only potatoes were used but there was also a lot of handprints as well.



Library Services

Children's Book Week 2022

Each year libraries from the Shires of Capel, Donnybrook, Harvey, Dardanup, Collie and City of Bunbury collaboratively apply for funding from the Children's Book Council of Australia WA Branch.

This year we hosted local South-West author, Josh Langley. Josh presented sessions to students at Capel & Boyanup Primary Schools. He spoke to the students on a range of topics, that included being kind, what makes them happy and the importance of being you, for which his books are based on. He also spoke to the older students about the process behind publishing his books. There was a lot of discussion and the feedback from the teaching staff was that the sessions were thoroughly enjoyed by the students.





The Story Tent and Spin - A- Story Wheels (Resource Kit)

Provided by the State Library of WA., this resource provides an interactive and visually engaging activity for public libraries to use.

40 children and their families attended Shire of Capel Libraries during the school holidays to write and illustrate their own book. Given a blank book, the children went to the Story Tent and had the opportunity to spin the Story Wheels to give them ideas to enable them to write their own story. When complete, library staff copied them the children were able to take their original book home and the copy stayed in the library for patrons to Games Day was a drop in event at all three libraries during the school holidays providing a warm dry place to spend time playing board games.

Early literacy is the foundation for reading, writing, communicating and socialising. This includes learning sounds, words and language. The Shire of Capel Libraries facilitate Storytime sessions at Playgroups, Schools and Daycare Centres.

SLWA Supporting Public Libraries with Technology and Innovation Grants

The WA Public Libraries Strategy includes system development for allocating annual State Government funding.

This enables local governments to make decisions regarding the allocation of funding to technological infrastructure, programming, and other priorities, in addition to the purchasing library materials.

One of the advantages of being a Tier 1 Library service, is having the ability to apply for funding that can be used to support library initiatives and public programs.

It was exciting to announce that this financial year we were successful in our grant application for \$6000 thanks to SLWA . This funded our EduTouch Interactive Screen for the Capel Library. We are looking forward to start fully utilising this opportunity.



Ron Maidment Archives

The team and volunteers are supported by the Australian Government's Culture, Heritage and Arts Regional Tourism (CHART) program. Recent Australian Government grant funding has been successfully allocated to the group and was used to purchase three height-adjustable workstations for the Ron Maidment Archives work room.ew stations have already improved staff and volunteer working conditions and has improved the accessibility for our visitors. We would like to acknowledge the generosity of the Department of Culture, Heritage and Arts for and sincerely thank the Department for the contribution.

Not only was the new accessible furniture of benefit to the team in their dedicated work space, in the same week, new desktop IT equipment was provided by the Shire's IT Department. The team was extremely grateful for this contribution.

During the month of May, the Shire celebrated National Volunteer Week. The Library Archive staff would like to acknowledge our wonderful Ron Maidment Archives volunteers who dedicate hours of their time to assist the Senior Library Officer and provide wonderful service to the community.

Once upon a
time in
a town
called
Capel





Adult Programming

Author Talk - Lily Malone & Monique Mulligan 4 May 2022 – Capel Library

The community was privileged to see local authors, Lily Malone & Monique Mulligan at the Capel Library, hosted and supported by Shire of Capel Library staff and Beth from Dymocks. All those that attended the successful evening enjoyed the casual conversations with Lily & Monique asking a variety of questions to end the evening.

Toothbrush Rug Making Workshop 13 May 2022 – Boyanup Library

We were fortunate to have a few members of the Boyanup Sew n Tell Group facilitate a Rug Making Workshop in Boyanup on Friday 13 May 2022. With 8 attendees having an enjoyable time learning a different technique, having a lot of laughs and conversation, the workshop was successful.

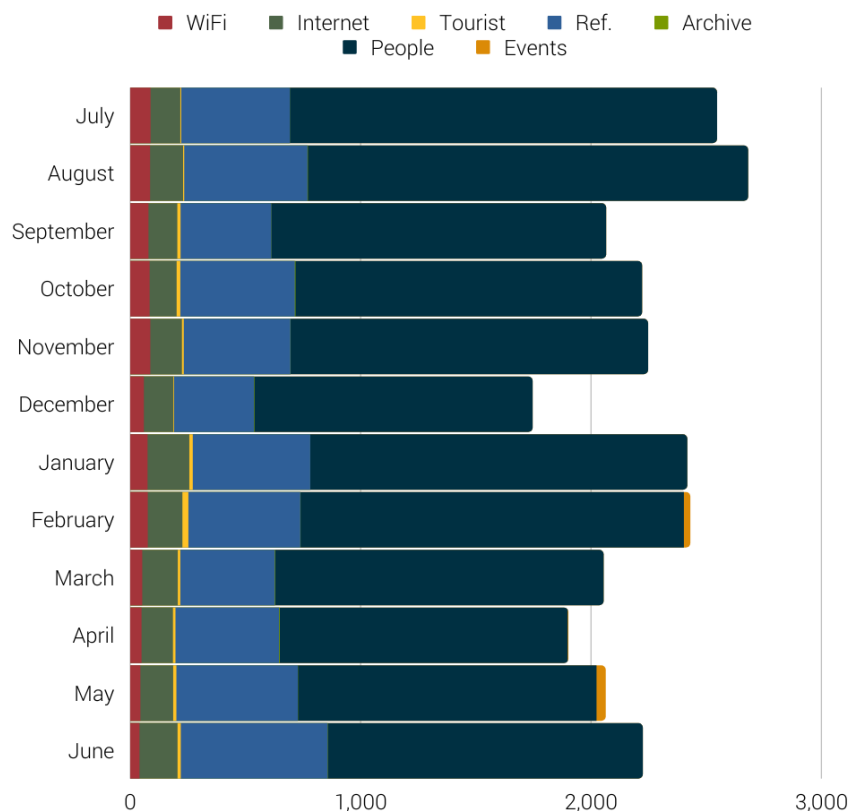


Future Direction 1 Strengthen and enhance the well-being of our community

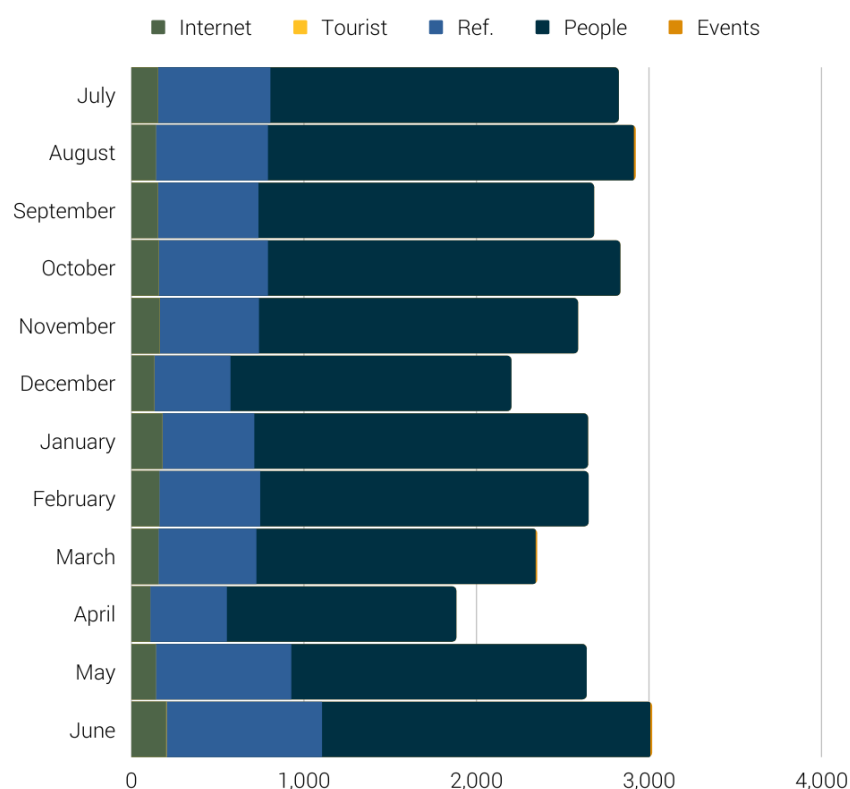


Community Usage Statistics 2021-2022

Capel
Library

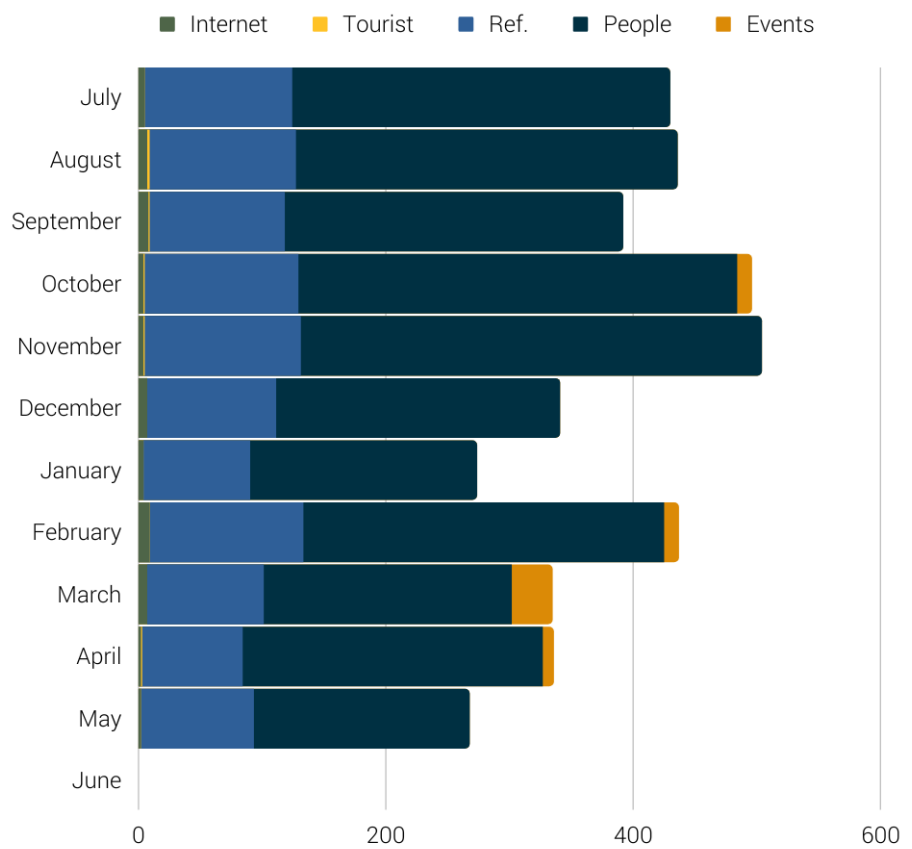


Dalyellup
Library





Community Usage Statistics 2021-2022





Community Development and Safety

Strategic Projects

The 2021-22 financial year saw significant progress towards the completion of two (2) major Shire-initiated projects, the Dalyellup Skate Park and Dalyellup Multi-Purpose Community and Youth Centre (DMCYC), and one (1) community-initiated project, the Capel Regional Equestrian Park Clubhouse.

Dalyellup Skate Park

2021-22 saw the awaited completion of the Dalyellup Skate Park which included a car park, and the construction of ancillary facilities including seating and shade structures. The Skate Park is a contemporary 1,125m² facility including skateable pathways and other elements such as drink fountains, barbeques, seating, bike storage racks, shade structures, landscaping, parking, and walk paths.

The project completed in August 2022 and a series of Activation Open Events celebrated the opening of this new community facility.





Dalyellup Multi-Purpose Community and Youth Centre (DMCYC)

During 2021-22 the Shire undertook a comprehensive community consultation process with a range of internal and external stakeholders on future utilisation and a range of service and facility delivery options for the new DMCYC. The information collected was used to assist with the completion of the schematic design for the DMCYC.

The project will ultimately deliver a prized community asset that aims to deliver the following outcomes:

- The creation of a community hub focused on youth.
- The creation of a technological and digital hub.
- An improvement in community health (mental and physical) through the provision of quality infrastructure and open space.
- The provision of a contemporary community events venue.
- The provision of employment opportunities through staffing for improved current and new services, start-ups, and innovative media ventures.
- The development of accessible space for heritage, culture, art, and recreation.





Capel Regional Equestrian Park (CREP)

– New Clubhouse Project

The 2021-22 financial year proved to be a major turning point for CREP's New Clubhouse project, the highest priority on the group's adopted 2021-2031 Facilities Strategic Plan. CREP was successful in obtaining \$250,000 of Annual Grant funding through the Local Government Sport and Cultural Industries (DLGSC) Community Sport and Recreation Facilities Fund. CREP was also awarded a matching contribution from the Shire of Capel.

Unfortunately, with significant increases in all building costs from the initial application, the funding amounts already secured will not enable the project to be completed in its entirety in the first instance.

The awarded project architects (MCG Architects) are re-developing the project design to a staged design, with Stage 1 (the revised project scope) comprising of the following: -

- Full building envelope and skillion roof structure.
- Change and toilet facilities (including UAT facilities).
- Scorers' office.
- Storeroom.

Perspective drawing of the future CREP Clubhouse building



Future Direction 1

Strengthen and enhance the well-being of our community



The Shire of Capel is actively seeking Federal Government funding through the next round of the 'Local Road and Community Infrastructure' fund for Stage 2, which would include the completion and fit out of the kitchen and meeting rooms.

While the project has only just completed initial planning phases, it is expected that site works will commence within the 2022-23 financial year.

Boyanup Information Bay Signage

The Boyanup Information Bay signage was old and tired, having not been replaced for a significant amount of time. In order to update both the graphics and information a community meeting was held with stakeholders from a broad range of community organisations within Boyanup. The stakeholders reviewed the previous information and provided a '2022 refresh' based on current community activities and expectations.

A big thank you for the internal graphic design work of one of our officers, seconded from the Shire's Library team, and the team at Astral signs who produced the prints. As you can see below it is a significant improvement.





Sports Participation Scheme

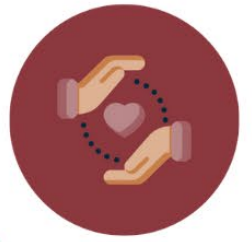
The Sports Participation Scheme is a subsidy scheme for Shire residents who participate in sporting representative duties at either a national, state, or international level. This subsidy of \$200 can assist in a small way to travel and/or accommodation costs.

The COVID-19 interstate and international travel restrictions led to the cancellation of many competitions. With the lifting of these restrictions in March 2022, four allocations of funding totalling \$800 were awarded to residents who participated in hockey, basketball, and wheelchair basketball.

Major Grants

Every year the Shire of Capel provides an opportunity for the community to put forward requests to be considered during the Draft Annual Budget process. As in previous years requests were permitted for specific items, community projects, sponsorship ideas, new services, or improvements to Shire buildings, assets, facilities, and services. The 2021 22 Community Budget Request process was open for a four-week submission period of public advertising, opening Monday 17 January, and closing Friday 11 February 2022. Two complete applications were received by the closing date. Two major grants were awarded for implementation in the 2022-23 financial year as follows:

- Dalyellup Sports Lighting Light Emitting Diode (LED) upgrade project.
- Boyanup Bowling Club Kitchen refurbishment project.



New Citizens

The Shire of Capel had the largest intake of new citizens for all Shires within WA, with one hundred and fifty-seven (157) new Australian citizens welcomed in 2021-2022.

Showcasing multiple community venues throughout the Shire of Capel, the ceremonies reflected a wonderful celebration of what can be a hard and long journey toward permanent residency.

Conferees came from localities throughout the Shire, including Upper Capel, Stratham, Dalyellup, Peppermint Grove Beach, Capel, Boyanup, and Gelorup. The conferees hailed from nations such as the Philippines, Pakistan, the United Kingdom, the Republic of South Africa, Malaysia, and Brazil, adding to the Shire's rich cultural diversity.





Disability Access and Inclusion (DAIP)

The Shire of Capel has a Council-endorsed Disability Access and Inclusion Plan (2018-2023). This plan provides overarching strategic guidance for the Shire in the building or maintaining of infrastructure, designing public open spaces, recruiting employees and volunteers, and providing services and events.

Among the many key DAIP initiatives in 2021-22 financial year, was a community event to celebrate the International Day of People with Disability (December 3).

Partnering with local athlete Cory Crombie and Paralympian Brant Garvey the event was held at Dalyellup College for participation by all school students in the region. This event celebrated people with disability by showcasing the resilience of two high-profile champions who have faced numerous challenges associated with their disabilities. All community members in attendance were asked to participate in an organized game of wheelchair basketball with Cory and Brent. This exercise was extremely effective at showing people how difficult it is to operate/function in a wheelchair in a fun and encouraging environment. Other key partners included the Dalyellup College, the Bendigo Community Bank, and Disability WA.

Reconciliation Action Plan

The Council endorsed the Greater Bunbury Reconciliation Action Plan in May 2019. Key actions since adoption have been the development of an annual implementation plan, which focuses on National Aborigines and Islanders Day Observance Committee (NAIDOC) week events and smaller cultural initiatives.



Three key initiatives were implemented in the 2021/22 financial year as follows:

Wadandi Boodja Mural Project

The Wadandi Boodja Mural Project was an urban art initiative conducted at Central Lakes Park in Dalyellup to acknowledge the traditional owners of the land. Seventeen (17) Dalyellup youth assisted Wadandi artist Lea Taylor with painting the mural. The mural features various sea life including whales and stingrays interspersed with traditional elements of Aboriginal art. Project partners included the WA Police, DLGSC, and the Shire of Capel.

NAIDOC Week celebration

The Shire of Capel had its second annual NAIDOC Week youth event at the local indoor recreation facility Gravity ETC. Proudly supported by the Dalyellup Collective and Satterley Beach (Dalyellup) and Woolworths, it was an action-packed day of art, craft, games, and jumping followed by healthy eating and NAIDOC-themed gift bags.

Aboriginal Flag Raising Ceremony

In July 2021, the Shire of Capel demonstrated recognition of First Nation peoples by raising the Aboriginal flag outside the Shire of Capel Council Chambers for the first time.

The Shire installed three new flag poles to display the Australian, Western Australian and Aboriginal Flags. The Hon. Nola Marino (MP) raised the Australian flag, Councillor Rosina Mogg raised the Western Australia flag and local Wadandi Elder, Sandra Hill, raised the Aboriginal flag. The moving ceremony was a fitting tribute to Australia's Indigenous heritage, promoting a sense of community partnership and a commitment towards reconciliation.





Age-Friendly

The Shire of Capel has a Council-endorsed Age-Friendly Communities Strategy (2018-2022).

Implementation of this strategy is based on the eight essential features (adapted from the World Health Organisation Framework) of age-friendly communities.

Key implementation activities in the 2021-22 financial year are as follows:

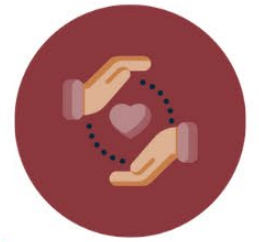
Seniors Outings

The Shire hosted four (4) seniors' outings to keep our seniors' active and to assist them with establishing and maintaining supportive and caring relationships. Social participation and social support are strongly connected to good health and well-being throughout life.

Key Highlights include:

- Eighty-one (81) seniors attended the day trip to the Araluen Tulip Festival in October 2021.
- Fifty-six seniors (56) attended the Christmas Lights Cruise through the Mandurah canals in December 2021.
- Twenty-eight (28) seniors attended the outing to Glow Bowls in partnership with the Capel Bowls Club in March 2022.
- Nineteen (19) seniors attended the overnight trip to Fairbridge Village in June 2022. Most seniors who attended these outings were aged between 70 and 84 years of age.





Minor Community Grants

The Minor Community Grants Program offers an opportunity for the Shire of Capel to contribute to smaller, community-initiated projects within the Shire. Such funding provides significant promotion, as well as enables the groups to achieve their goals.

This in turn assists in the sustainability of these valuable groups within the Shire. Across two (2) rounds of funding, July 2021 and January 2022, seventeen (17) eligible applications were approved by Council for a total project value of \$79,038.00 and a total amount awarded of \$27,995.00.

Youth

The Shire of Capel has a Council-endorsed Youth Strategy (2020-2024). Implementation of this strategy is based on six (6) key portfolios of youth inclusion in our community.

Key implementation for the 2021-22 financial year is as follows:

INZONE

Inzone is the Shire of Capel's school holiday program run on four (4) occasions throughout each year, offering development opportunities and encouraging participation from Youth of all different backgrounds to socialize, try new things and have fun.

The Inzone program highlights the many social and community benefit our youth have the opportunity to gain from their attendance, including:

- Increased exposure to social situations.
- Increased competencies in various skills, knowledge, and self-esteem.
- Increased physical activity and mental stimulation.
- Greater opportunities to participate in new activities and travel to new locations.
- Sense of belonging and connectedness.
- Decreased time spent indoors, on technology and social media.
- Decreased likelihood of engaging in anti-social behaviours.
- Youth upskilling and development opportunities.



Youth Activities - Spring 2021

Fremantle Prison & Timezone

The first activity to kick off the Spring school holidays saw 30 young people board the bus for Fremantle, Perth! The first stop was a tour of the historical Fremantle Prison, followed by lunch at Cicerello's and a stop at the Fremantle Timezone. A trip filled with learning, connection, and fun.

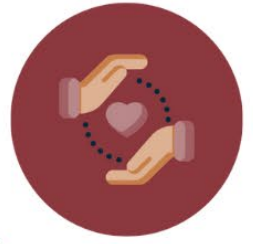
Dalyellup Gaming & Art Evening

The Dalyellup Community Centre was turned into the ultimate hangout space for 20 young people during the school holidays. It was a great opportunity for the youth of Dalyellup to spend the evening with their friends, locally. The night consisted of pickleball, Mario Kart on the big screen, Xbox, Play Station, art, and a make-your-own pizza bar.

Next Level Monkey Business

This activity saw 30 adventurous youth board the bus Southbound to the amazing Next Level Monkey Business! A high ropes zip-line course for all ages, each participant pushed through boundaries and tested their skills to get through each obstacle. Even a member from the Youth Team joined in, and let's just say that taking photos on the ground was more their thing haha.





Capel Gaming & Art Evening

Just like the Dalyellup Gaming and Art Evening, Capel too became the ultimate youth hub on the holidays. 29 local Capel youth came together to play games, socialise, partake in the art activities, and battle it out with the various tournaments on the night, such as table tennis, Mario Kart, pickleball, and more. With the help of the Capel Youth Collective setting up and running some of the activities, it was a great night.

Filmbites Film & SFX Workshop

28 budding young film stars took a trip to the amazing Filmbites Studio in Perth! The group spent the day learning special effects makeup by an industry professional Movie Makeup Artist, as well as screen filming techniques and activities through an acting workshop. The kids left the screen academy with incredible and realistic SFX makeup, which gave their parents and friends quite the fright at pickup time!

Youth Activities - Summer 2021-22

Gravity ETC.

In late January 2022, twelve (12) eager Capel Youth Collective members bounced their way through Gravity ETC. to farewell Casey Sutton and welcome Bec McLevie to the role. The afternoon was a success with all 12 members participating in games of dodgeball, musical statues, flipping on the trampolines, and battling it out on the beam. The day was concluded with pizza and ice cream, making it an all-around enjoyable day for both the youth and staff of the Shire of Capel.





Koombana Bay Youth Catch Up

The Shire of Capel, City of Bunbury, Shire of Harvey, Shire of Dardanup, headspace Bunbury and Roteract Bunbury met on Saturday 5th February for a Youth Catch Up event. Ten enthusiastic Capel Youth Collective members attended the afternoon which was jam-packed with activities.

Crowd favourites included 'people bingo', 'face the cookie', and topping it all off with pizza, hot chips, and garlic bread. It was great to be out in the sunshine at Koombana Bay, which also helped to mitigate mask-wearing restrictions. We also met a new young person from the headspace Youth Reference Group who signed up to join the Capel Youth Collective.

Youth Activities - Autumn 2022

Fremantle Prison, Timezone & Cicerello's

The first activity of the Autumn Inzone holiday program was a trip to Fremantle. This saw 21 young people embark on a tour of the historical Fremantle Prison, enjoy lunch at Cicerello's, and end with a session at Timezone. Besides the bus breakdown at the very end, all the young people had raving reviews and thoroughly enjoyed visiting the sites near Perth.

Sunset Youth Festival

As a celebration of Youth Week 2022, the Shire of Capel and Community Development team hosted a Sunset Youth Festival. The event was free for all members of the public and had a great turnout of approximately 400 people. The young people participated in activities such as the silent disco, photo booth, rock climbing frame, guess the lollies in the jar, enjoying dinner from the food trucks, and engaging with local service providers. There were also a Welcome to Country, didgeridoo performance, live youth performances, cheerleading, and a fire twirling performance to finish off the evening. There were representatives from Yallo, headspace Bunbury, Jobs and Skills Centre, Volunteer South West, Advocacy WA, Dalyellup LDAG, South West Wellbeing, and the Cancer Council who engaged with the kids and families.



Skateboarding Workshop

Fifteen young people participated in a beginner's skateboarding workshop, facilitated by Jez at The Skateboarding Program. This was run with support from the Youth Week WA Grant by the State Government. The youth were able to learn tricks such as the tic-tac and dropping into a quarter pipe with the guidance of an expert. It was a well-received workshop, with participants rating an increase in self-confidence following the activities. Participants also enjoyed a sausage sizzle, Zooper Dooper, and were issued with a \$20 voucher from 'The 1991 Skateshop'.

Youth Photography Exhibition at the Dalyellup Street Party

The Shire of Capel Youth Services ran a photography competition between Saturday 26th February 2022 to Friday 8th April 2022 where all young people in the Shire were encouraged to submit their photographs that suit the theme "Uniqueness and Character of Dalyellup". The photographs submitted were to be displayed on the bin cabinets at the soon-to-be-built Dalyellup Skatepark.

There were too many fantastic entries to choose from, so the photos were then displayed in a Photography Exhibition. This Exhibition took place at Dalyellup Street Party, organised by the Dalyellup Collective, and had a great turnout.

There were over 40 photographs entered from people aged 6-to-15. The public was able to vote for the 'People's Choice Award', which collected around 90 votes. Councillors' McCleery, Mogg, and Terrantroy judged the categories of 'Most Creative' and 'Most Colourful', which saw the winners being awarded vouchers to Gravity, ETC., Nourish Juice Bar, and Camera House Bunbury. There was an additional engagement with approximately 50 local youth, resulting in 13 registering their interest to join the Dalyellup Youth Collective.





Easter Egg Hunt and Textured Art Workshop

Nine budding artists participated in a textured painting workshop facilitated by Nerissa Milne. The youth were able to experiment with different materials such as sponges, bubble wrap, Q-tips, string, and more to add extra depth to their artwork. While the paintings were left to dry, they also participated in an Easter Egg Hunt, egg and spoon race, and pickle ball tournament, and enjoyed a pizza lunch.

Shire of Capel Youth Collective(s)

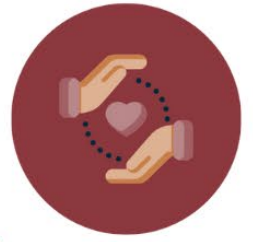
The Shire had an exciting start to Term 1 2022 with its Capel Youth Collective Groups. Registrations reached an all-time high of eighteen (18), calling for the split of the group into Junior and Senior Collectives.

On Monday, the Senior group engaged in teamwork, leadership, project management, and life skills activities to equip them with the capacity to plan and implement community development projects. Each week the group built on the skills learned previously which will result in a plan of action for one or more events or projects to run in Capel.

The Junior Group met every Tuesday to engage in team bonding, drama, art, sport, music, and other activities of their choice. Each week provides the young people an opportunity to learn new skills, make friends, and have fun.

The Dalyellup Youth Collective ran on Wednesdays to help motivate the young people in Dalyellup to become self-confident, engaged, and driven members of their community. The session was conducted at Yallo, and the focus of this group was the theme of leadership, active listening, teamwork, communication, staying physically and mentally active, and planning.





Dalyellup Youth Local Drug Action Group (LDAG)

The Dalyellup Youth Collective was officially accepted by Local Drug Action Groups Inc. to become an LDAG in March 2022.

Local Drug Action Groups use the fundamental concepts of community development by using a 'grass-roots', bottom-up approach designed to generate community-action activities.

These activities are based on current WA Mental Health Commission campaigns to prevent and minimise harm in local communities from alcohol and other drugs. The LDAG approach focuses on three main priority population groups. These are the community, parents/families, and young people.



Capel Youth Services Branding

The Capel Youth Services portfolio undertook a rebranding process thanks to the collaborative effort of the Shire's Communications Coordinator and the Community Development team.

The Capel Youth Collective and the Dalyellup Youth LDAG had input into the design of the Capel Youth Services Logo which will be utilised for all youth-related activities run by the Shire. This includes the school programming, Inzone holidays programming, and the Collectives.

The Capel YAC also had the opportunity to learn about logos and branding with two masterclasses run by the Shire's Communications Coordinator. The young people underwent their design processes of brainstorming, hand drafting, and graphically designing their logos, with the outcome being a new Capel YAC logo.



Events

Event Sponsorship Scheme 2021/2022

The Shire of Capel's Event Sponsorship Scheme provides a process by which the Shire provides either in-kind and/or cash contributions to the development and implementation of events run by the community in the Shire of Capel. Community groups, clubs, and not-for-profit and for-profit organisations were considering conducting an event that is of community benefit and requires financial assistance and support and was encouraged to complete an Event Sponsorship Scheme Application. In the 2021-22 financial year, seven (7) eligible applications were endorsed for a total project value of \$113,509 and a total amount awarded of \$16,130. The groups awarded were as follows:

- Capel Bowls Club (Four event series) \$3,000.
- Barefoot Events (Dinner at Dusk summer series) \$4,000.
- Capel Horse and Pony Club (Capel CNN-s 2022) \$3,000.
- Gelorup Community Inc (Gelorup Food Truck Sundowner Series) \$2,000.
- Boyanup Lions Club (Australia Day Breakfast) \$2,500.
- South West Bowmen's Club (TAA National Archery Title – National Archery Championship) \$1,130.
- Boyanup Playgroup (Intergenerational Morning Tea) \$500.



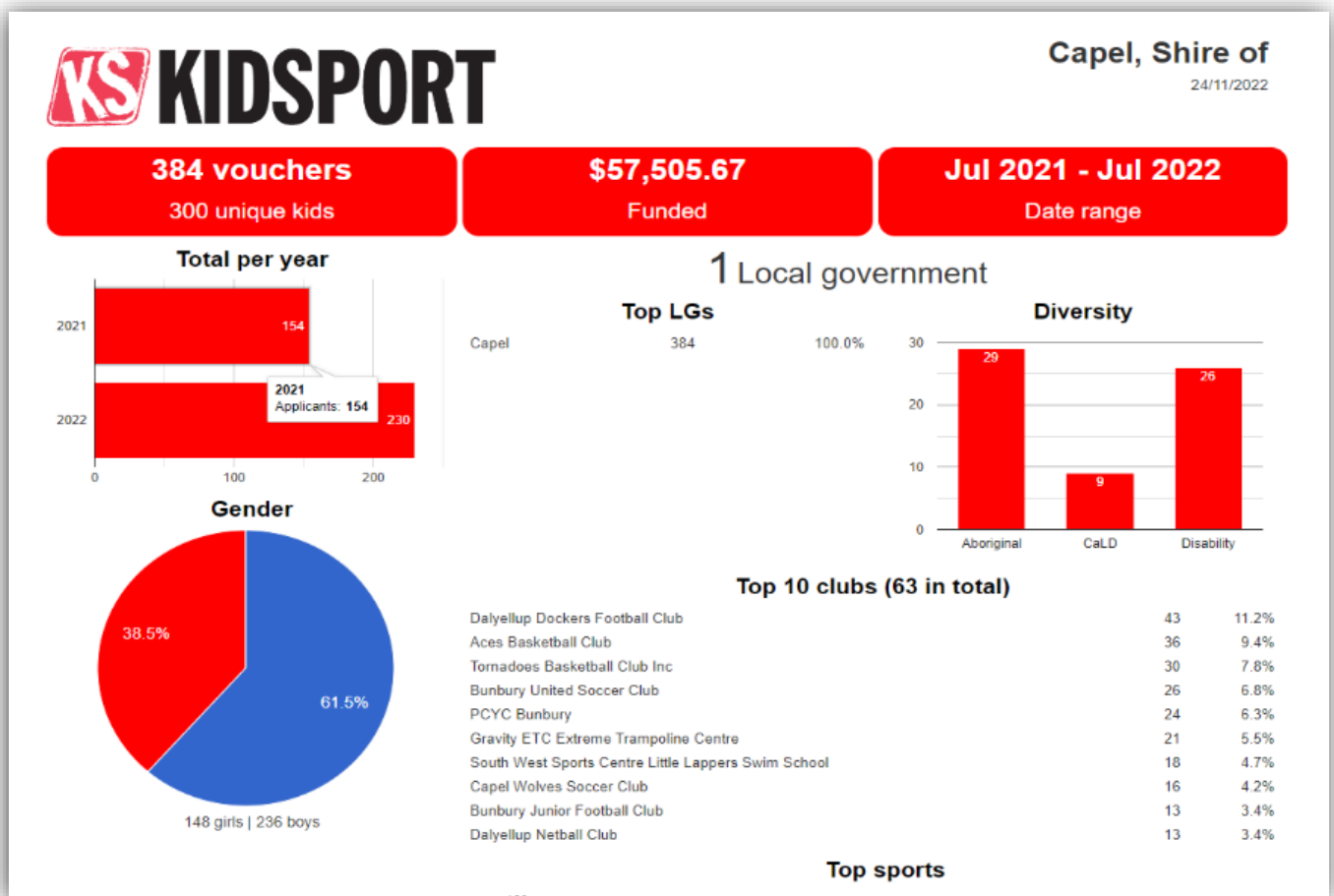


Sport And Recreation

Kidsport

KidSport is a Department of Local Government, Sport and Cultural Industries (DLGSC) initiative, which enables Western Australian children to participate in community sport and recreation. KidSport enables eligible Western Australian children aged 5 to 18 years to participate in community sports by offering them financial assistance of up to \$150 per calendar year towards club fees.

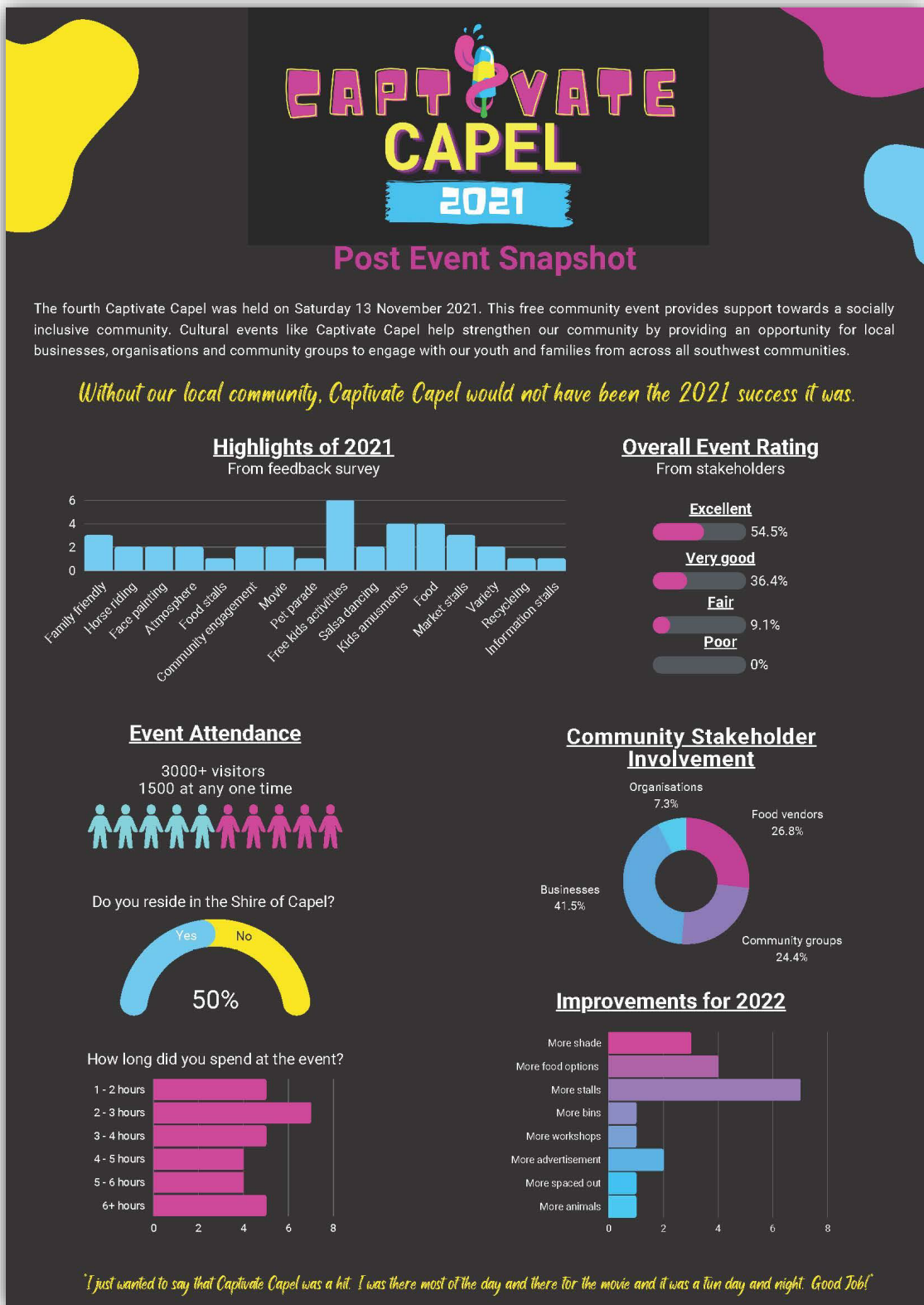
This financial year (2021-2022), we saw 384 vouchers distributed across the Shire of Capel, towards sports fees, allowing Youth to participate in their local sporting clubs.





Captivate Capel

A quick synopsis of the fifth annual Captivate Capel community event was as follows:





Club Development Program

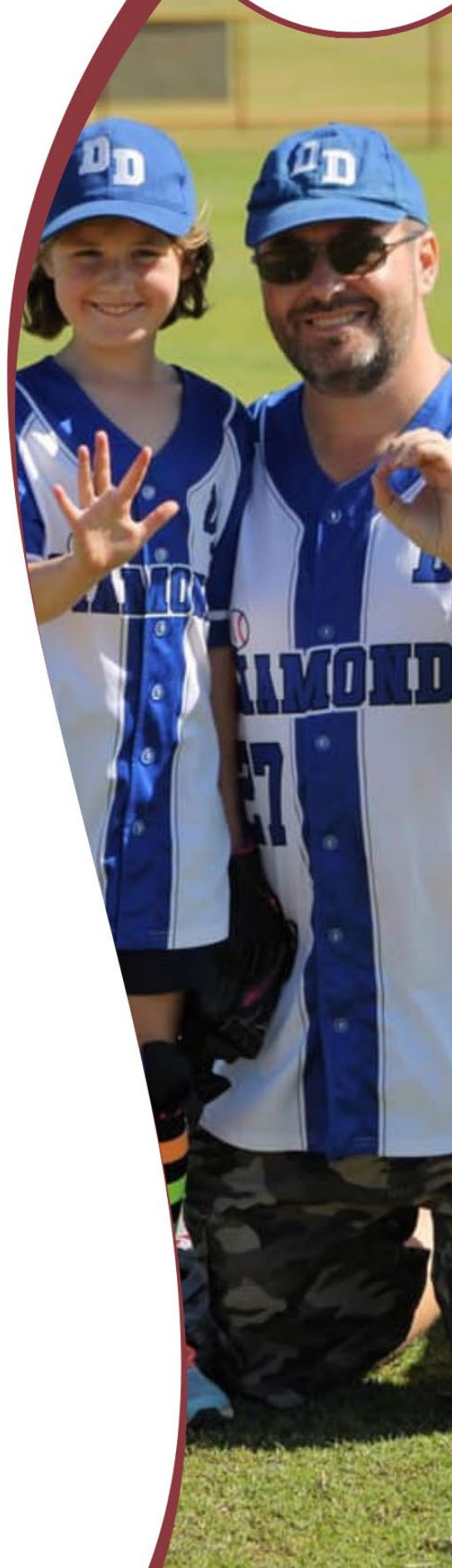
The Shire of Capel was awarded Every Club Grant funding from the DLGSC to deliver a series of free Club Development workshops for sporting clubs and community groups across our Shire.

The key outcomes of these workshops were as follows:

- To provide education, training, and professional development opportunities for the sport and recreation club workforce.
- To support clubs to adopt governance, planning, and management practices.
- To facilitate partnerships between the Shire of Capel, State/ Regional Sporting Associations, and sports and recreation clubs.

The three (3) workshops the Shire delivered in the 2021-22 financial year were as follows:

1. Club Planning, governance, and volunteer workforce - Kim Buttfield Consulting.
2. 2.7D's of Strong Clubs - Hancock Creative.
3. Volunteers SW Workshop - Facilitated by Community Development Officer- Chloe Brown and Volunteers SW.





Future Direction 2 | Manage and protect our environment

Preservation of natural environment and improved waste management.

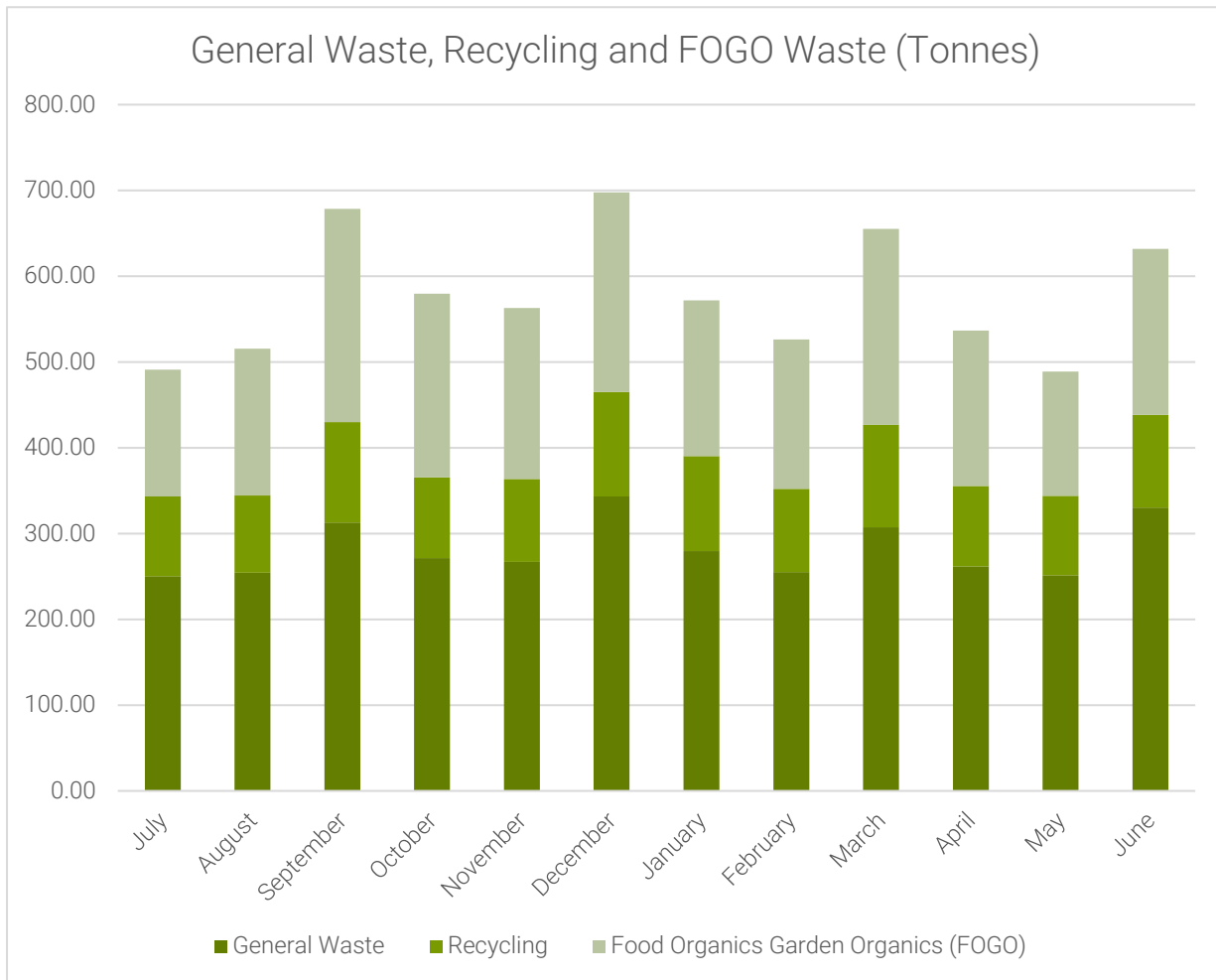




Waste Services

Under Engineering-Operations, waste services included kerbside collection of residential bins, hard waste verge side collection, green waste verge side collections and Waste Transfer Station operations.

The amount of General Waste, Recycling and Food Organics Garden Organics (FOGO) collected from residential areas is outlined below:



Verge-side collections



372
 TONNES
 Green waste collected



321
 TONNES
 Hard waste collected



Emergency Services

Membership	
Boyanup	33
Capel	19
Elgin	37
Gelorup	16
Stirling	11

Response

The Shires' Bush Fire Brigades responded to approximately 50 fires throughout the district and supported neighbouring local governments on various deployments. A higher than usual number of vehicle fires was noted, as well as one structure fire that resulted in a complete loss of a dwelling.

DFES continue to support the funding of our Bush Fire Brigades through the distribution of the Emergency Services Levy (ESL) in the form of the Local Grants Scheme (LGGs) increasing our funding by over \$25,000 from the previous year. This funding has been important in providing volunteers with new equipment and meeting current standards of personal protective clothing.

New appliance

The Gelorup Bush Fire Brigade received a new light tanker which represented a new style of appliance developed through DFES Operational Research and Development branch with input from volunteer project advisory teams. The appliance provides a first response capability, crew protection for volunteers and improved stowage capabilities.





Volunteer Dinner

The Shire celebrated the contribution made by our volunteers during Volunteer Week with a dinner provided for volunteers to recognise their service and award service medals to eligible volunteers

New Fire Station for Gelorup

DFES prioritised the Shire's application for a replacement Gelorup Bush Fire Brigade Fire Station in March 2021.

In September 2021 DFES announced the funding application was successful. Since the initial estimates in 2020 there have been significant cost escalations, and negotiations with DFES have resulted in the request for additional funding approved. The Shire is progressing the project with an anticipated commencement of the project in early 2023 and planned completion prior to the 2024 fire season.





Planning

In August 2021 the Shire completed its initial Bushfire Risk Management Plan (BRMP), mapping bushfire risk across the area through a jointly funded Bushfire Risk Planning Coordinator.

The completion of this plan will now make the Shire eligible to apply for funding under the Mitigation Activity Fund for 'on the ground' treatments to reduce Bushfire risk. The Shires initial application in November 2021 was successful in attracting \$428,450 for bushfire mitigation on Shire reserves.

2021-22 also required the Shire to review its Local Emergency Management Arrangements (LEMA) The LEMA describes at the local level the arrangement for the management of emergencies in its district in collaboration with the various agencies involved in emergency management.

The Local Emergency Management committee endorsed the draft arrangements in June 2022, and these will be forwarded to the District and State committees for their approval.



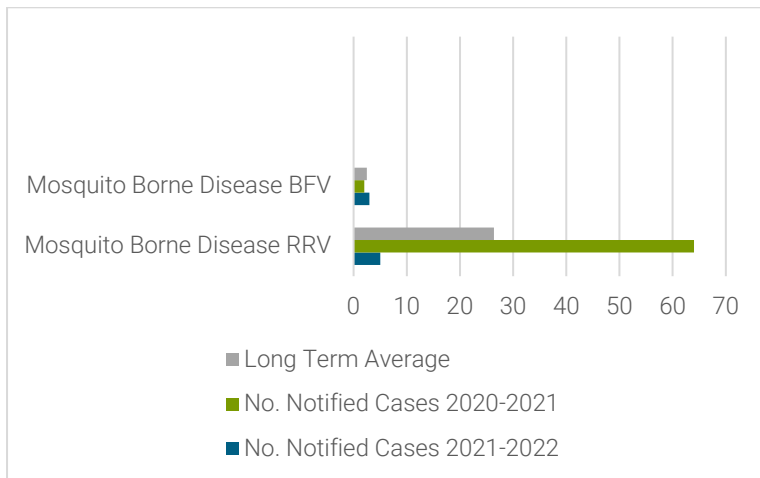


Health Services

Mosquito Management

Five aerial treatments were conducted this season, a total area of 618 ha. This was slightly less than the previous year of 754 ha, due to reduced water conditions.

Following a cyclical spike in disease notifications in 2020/21 notifications have reduced similar to the long-term average.



A partition of signatures relating to mosquito management particularly in Stratham resulted in a Special Electors meeting in October 2021 and subsequently influenced outcomes at the January Ordinary Council Meeting. Decisions impact sharing of data to the community and the formation of a community mosquito committee. The Mosquito Management Plan was also put forward and endorsed.

The Muddy Lakes Working Party met after a short hiatus. The group objectives are to address mosquito breeding on Department of Planning land, that impacts our greatest population.

Members consist of representatives from DBCA, DPLH, DOH, DWER, Water Corp and Shire of Capel with meetings held on 14 March and 14 June 2022 and a site visit on 7 April 2022.





Other mosquito activities carried out by the team:

- Stall and attendance at Captivate Capel.
- Presentation with Department of Health representative at a community meeting held in October to provide an overview of the Regular communication internally via our Friday newsletter and posts on Facebook.
- Fogging information sheet produced to address private landowners conducting their own fogging.
- Monitoring by Department of Health occurred for Japanese Encephalitis however overall, there is a low risk of JEV within Capel local government areas.

Health Surveillance

100 routine inspections conducted of food businesses, public buildings, caravan park and Dalyellup Christmas event.

Drinking water sampling is conducted upon request and routine recreational water sampling conducted.

Customer Service

29 noise complaints were investigated, and an increased number of rooster/ poultry complaints processed.

45 effluent disposal application were processed.

The Team

An Environmental Health Officer was employed on contract to conduct larval monitoring and helicopter treatments. Other contributions included creation of detailed site descriptions, equipment inventory and safety updates.

The team also contributed to a significant number of Development Application referrals supporting Development Services, was a significant presence on the COVID Response Team and contributed valuably to the Food Act review.



Ranger Services (Community Safety)

Statutory Compliance

Ranger Services are responsible for the administration and enforcement of a number of Acts and Local Laws. These include:

- Dog Act 1976
- Dog Local Law 2017
- Litter Act 1979
- Caravan Parks & Camping Grounds Act 1995
- Control of Vehicles (Off Road Areas) Act 1978
- Local Government Act 1995
- Local Government Miscellaneous Provisions Act 1960
- Shire of Capel Cats Local Law 2017
- Shire of Capel Property Local Law 2012
- Shire of Capel Parking and Parking Facilities Local law 2016

Core Statistics

The 2021-22 financial year provided, in line with the Council-adopted Corporate Business Plan 2021-2025, a sharpening of the team's focus on providing strong community education and liaison service(s). This includes a strong emphasis on improving community education touch points, whilst providing a statutory compliance service 10 hours per day, 7 days a week.

A key team focus was an improvement in direct person-to-person engagement, information delivery, practices, and procedures.



Future Direction 2 Manage and protect our environment



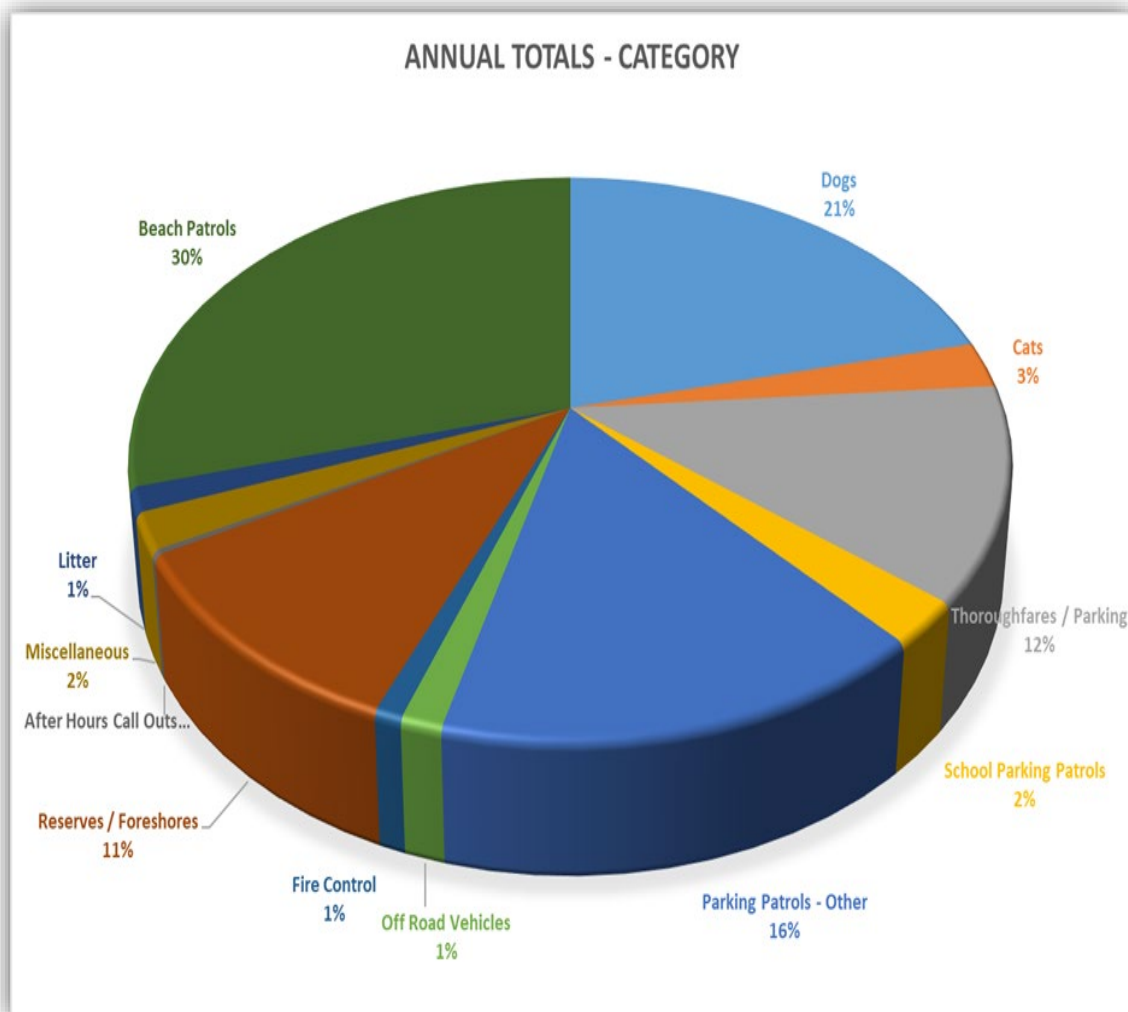
Over 400 customer service requests and more than 600 items of correspondence were processed in the 2021-22 financial year, completing some 14,776 recorded actions. Tasks completed span a vast spectrum including investigations, signage maintenance, public education, and school visits.

In addition to these activities, there are many intangible services provided, including but not limited to, providing advice, assistance, and information to the public.

33 dog attacks were investigated by Rangers, varying in severity from a simple rush to potentially sustaining physical injuries.

Over 116 animals were reunited with their owners, 39 were impounded, and all unclaimed pets were rehomed.

Annual statistics Community Safety 2021-22





Community Engagement

The community safety team have continued to focus on educating the public about responsibility and their obligations under the relevant legislation to provide a healthy and safe community.

Ranger Information Sessions

On June 14, 2022, Ranger Services kicked off a new initiative, 'Ranger Information Sessions'. The on-duty Ranger was on-hand at the Capel Library to talk to the public and answer any questions they may have. These sessions were ongoing, every second Tuesday within the Capel Library, for a period of up to two (2) months.

Plant and Equipment Upgrades

The role of Rangers can be dangerous and challenging. Quality operational equipment and training is critically important. To this end a project to replace the vehicular animal "pods" was initiated in the 2021-22 financial year. Two vehicles have been successfully upgraded, with the third and final due in the new year.



Photo credit Abby Murray Photography



Dog Management

Within the Shire of Capel, we have over 3000 dogs registered, across 2500 households. All dogs must be leashed, unless resident on private property or exercised at a designated off lead/exercise area(s).

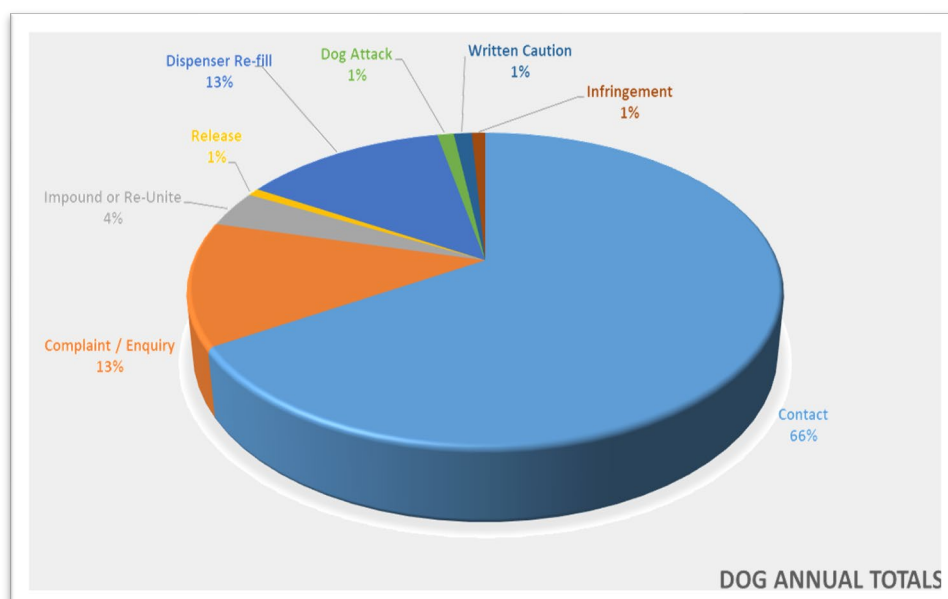
As such, local governments need to specify sufficient, dog exercise areas, whilst ensuring a balance of recreational areas throughout the community where dogs are required to be leashed at all times. There are a range of designated dog exercise areas across seven (7) localities in the Shire of Capel, in addition to approximately 29 km of coastline for the exercise of dogs throughout the Shire.

Rangers patrol and respond to complaints regarding dogs. The most common complaints are in regard to:

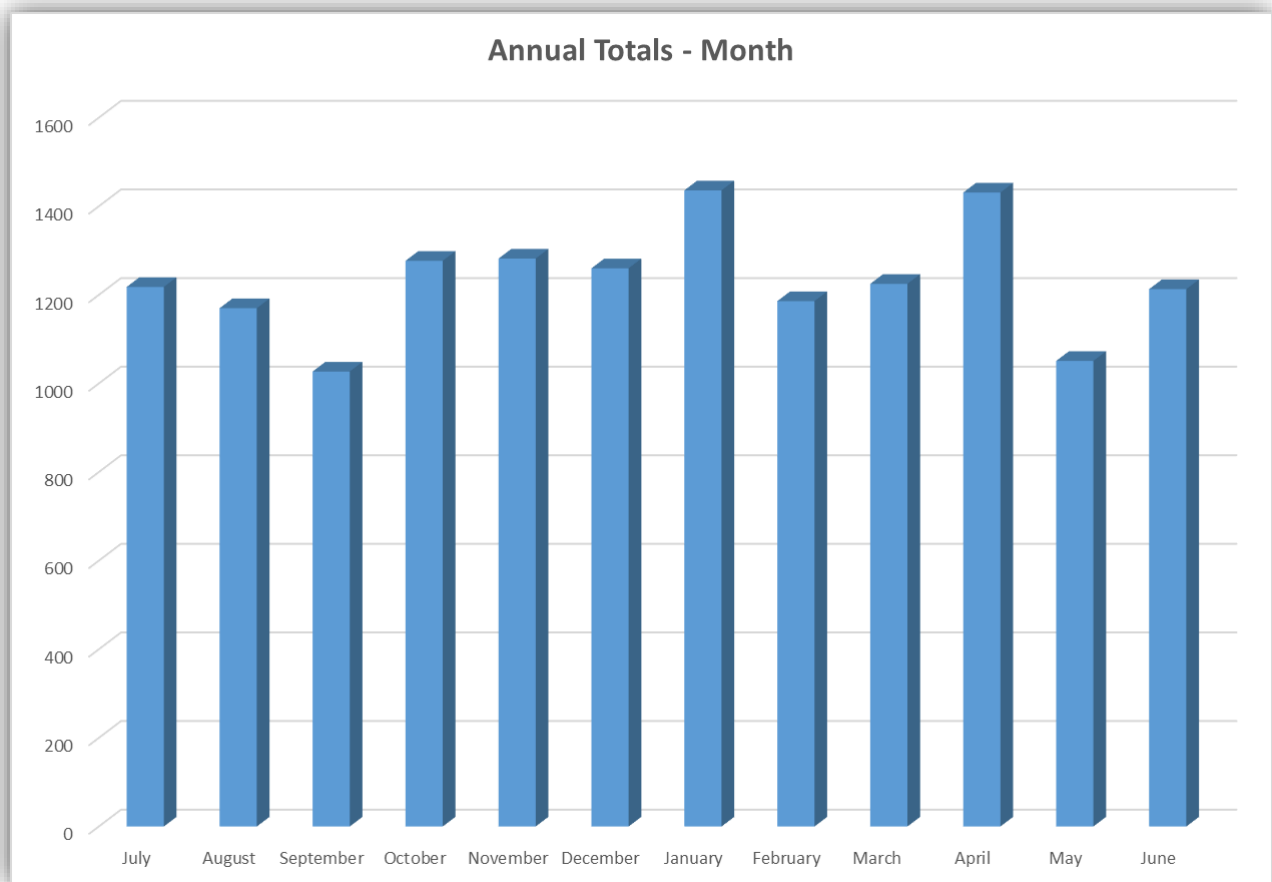
- Dogs wandering.
- Nuisance by barking/howling.
- Dog attacks.

Rangers investigate dog attacks thoroughly by gathering evidence and determining the most appropriate course of action. The 2021-22 financial year saw a significant number of infringements issued and attacking animals surrendered to the Ranger service thus removing the danger from the community.

Key goals for the Community Safety team in the 2022-23 financial year will be to continue to improve human and dog behaviour in our community. Key strategies will include an increase in education opportunities (touch points), information packs, internal process improvement(s) and increased technological innovation.



Future Direction 2 Manage and protect our environment



Cats

Responsible cat ownership has been targeted through community education programs and engagement, mandatory registration, microchipping and provision of cat traps placed on private property in response to complaints by residents.

Litter Control

The objective of Ranger Services is to effectively manage and regulate the unlawful disposal of waste and to educate the public to dispose of their general waste through the Shire provided waste management system.



Littering offences tend to be committed out of sight, and therefore Rangers rely upon the assistance of the community to supplement their investigative processes.

Public assistance is essential to identify offenders, however, an apathy towards taking ownership of the problem and reporting offences when they are noticed appears to exist.

This is an area that Rangers have identified as requiring further education and community involvement.

Illegal Camping

Illegal campers create a number of anti-social problems including litter and noise, which adversely affect the amenity of the area.

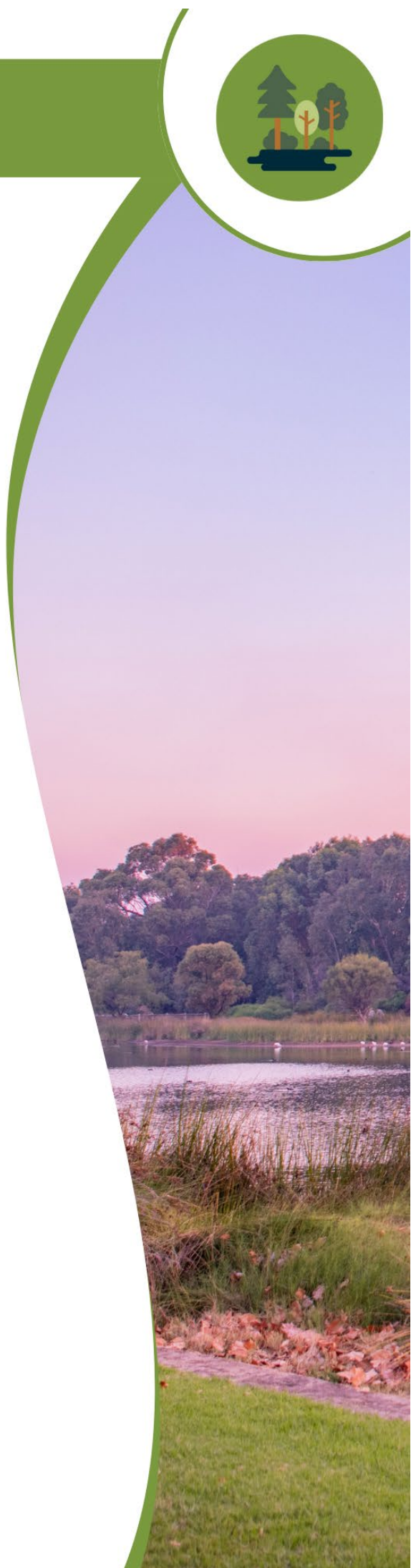
Rangers monitor and enforce illegal camping under the Caravan Parks and Camping Grounds Act 1995, in addition to the Local Government Property Law 2012. Rangers ensure that visitors utilise the designated camping facilities and do not camp inappropriately.

Early morning patrols to known "hotspots" have been a most effective means for ensuring a high standard of compliance.

Off Road Vehicles

Protecting fragile environmental areas and ensuring the safety and wellbeing of beach users is achieved in cooperation with local residents who provide invaluable assistance to minimise the impact of illegal off-road vehicle use.

Regular patrols are maintained specifically in culturally and environmentally sensitive areas.





Future Direction 3 | Foster a dynamic, diverse, and strong local economy

Greater support for tourism, agriculture and hospitality/wineries.





Development Services

The financial year saw some important milestones achieved by Development Services, including the commencement of several state significant projects. Despite the typical pressures and constraints that have been experienced worldwide with the pandemic, we have operated effectively and efficiently to maintain a high standard of customer service, whilst adapting to the everchanging legislative landscape.

We have delivered recommendations or planning determinations for the following significant items:

Presentation of a Child Day Care Centre valued at \$3 million to the Joint Regional Development Assessment Panel. The item was considered by the panel and granted conditional approval.

The approval of a Display Home village within Dalyellup to assist the local economy and further facilitate the development of housing within the Shire.

A high number of Extractive Industry development applications and subsequent Licences which assisted in the contribution towards the local economy and maintain availability of construction resources within the Southwest region of WA.

Furthermore, the strategic planning element within the department progressed a series of important documents. The introduction to, and revision of the Shire's existing planning framework resulted in a far more contemporary and modern approach to the key issues faced in the built environment. This was achieved through:

A suite of Local Planning Policies to complement the draft Local Planning Scheme No. 8.

The Local Planning Strategy to coincide with the draft Local Planning Scheme No. 8.

Guidance on the master planning of the Dalyellup Multipurpose Community and Youth Centre which will act as the major Civic building for the suburb.

Future Direction 3

Foster a dynamic, diverse, and strong local economy



The assessment and approval of Building Permits and swimming pool inspections are part of our role and responsibilities - approximately 540 building permits were received.

Other key achievements have included:

Issuing of Occupancy Permits for tenancies within the Dalyellup District Centre.

399 swimming pool inspections. This figure is a considerable achievement given the context of the pandemic, and the associated lockdowns and social distancing that hampered residential visits.

Each key function of the team comes with a significant administration contribution. The unit operates with significant support from administrative functions such as registering documentation, facilitating correspondence and communication between key stakeholders, and keeping up with community consultation.

284 Planning Applications (including Section 40, subdivisions, DAP items) were received, as well as 540 building permits stated earlier.

Applications can generate up to 20 documents each needing a specific action. It is a credit to staff who continue to maintain our statutory obligations.

Considering the challenges associated with the pandemic, staffing availability, a corporate restructure, and the climate of everchanging legislation, the team has maintained great efficiency which will contribute to their success in 2022-2023.





Future Direction 4 | Deliver good leadership, governance, and decision making

Improvements to how Council operates, including leadership, engagement with the community and greater transparency. Reflection of the Shires diversity in the Council and reducing the level of bureaucracy.





Statutory Information

Freedom of Information

The Freedom of Information Act 1992 gives an applicant a legally enforceable right to access records held by both State and Local Government agencies, subject to exemptions.

We receive diverse and complex Freedom of Information (FOI) applications from a broad range of parties.

We take a proactive approach to release information outside the scope of FOI - keeping in line with our strategic objective of open, transparent, and effective good governance. The up-to-date information statement is available on our website at capel.wa.gov.au.

Freedom of Information Statistics 2015/16 to 2021/22:

Financial Years	FOI Applications	Transfers	Completed	Withdrawn	Incomplete	Internal Review
2021/22	9	0	9	0	0	0
2020/21	11	0	11	1	0	0
2019/20	10	0	10	0	0	0
2018/19	2	0	2	0	0	1
2017/18	4	0	4	0	0	0
2016/17	4	0	4	0	0	0
2015/16	2	0	2	0	0	0

Public Interest Disclosures

The Public Interest Disclosure Act 2003 (PID) enables individuals to make disclosures about wrongdoings within the public sector without fear of reprisal. The legislation is commonly referred to as the 'whistle-blower' Act. Individuals can report present or proposed future wrongdoing by a public body when performing a public function to the Shire's Governance Officer or Human Resource and Payroll Officer. The Shire of Capel received no PID applications in 2021/22.



Conduct

Our Code of Conduct applies to Councillors, committee members and employees. It provides a set of guidelines, rules and a framework for decision making. The Code of Conduct should be read in conjunction with the Local Government Act 1995, the Local Government (Rules of Conduct) Regulations 2007 and relevant sections of the Local Government (Administration) Regulations 1996.

Register of certain complaints and minor breaches

Section 5.121 of the Local Government Act 1995 requires a local government to maintain a register of complaints that result in an action or a finding under section 5.110(2)(a) LG Act. An up-to-date register is available on our website at capel.wa.gov.au.

The shire incurred \$4,674.68 in legal costs incurred for the Local Government Standards Panel (LGSP) consider complaints.

There are five components of register - the LGSP references; LGSP Ref.No, Council Member Complained About, Person Making Complaint, Description of Finding of Minor Breach and Details of Actions Taken.

Council Member Complained About

Cr M Southwell

Person Making Complaint

CEO Department Local Government, Sport and Cultural Industries

Description of Finding of Minor Breach

By orders and supporting reasons¹ (Decision) delivered on 1 December 2021, the Tribunal found that:

- a) the respondent, Mr Michael Southwell, the former President of the Shire of Capel, while he was a council member, contravened reg 11(2) of the Local Government (Rules of Conduct) Regulations 2007 (WA) (Regulations) in that he failed to disclose an interest that he had in two motions that he tabled for discussion by council (Breach



- b) the Breach was a minor breach within the meaning of s 5.105(1) of the Local Government Act 1995 (WA) (Act); and
- c) because the respondent had committed more than two (specifically, twelve) previous minor breaches, the Breach constitutes a recurrent breach within the meaning of s 5.105(2) of the Act and, accordingly, the respondent's conduct falls to be sanctioned under s 5.117 of the Act.

Because, by the time of the Decision, the respondent was no longer a member of the Shire council, the parties were invited to address the Tribunal, at a further hearing on 5 December 2021, on what order or orders, if any, it should make under s 5.117 of the Act. The respondent did not attend that hearing.

Details of Actions Taken:

"The Tribunal orders:

1. Mr Michael Southwell, a former councillor for the Shire of Capel (Shire), be censured as specified in paragraph 2 below.
2. After 28 days and before 42 days from the date of this order, the Chief Executive Officer of the Shire arrange for the following Notice of Public Censure, attached and marked as 'Annexure A' in these orders, to be published, in no less than 10 point print, in the following two newspapers:
 - a) as a one-column or a two column display advertisement in the first 15 pages of The West Australian newspaper; and
 - b) as a one column or a two column display advertisement in the first 15 pages of the Bunbury Mail newspaper.

The order was complied with by publication of a censure notice in the West Australian on 10 February 2022 and the Bunbury Mail on 16 February 2022."



Council Member Complained About

Cr M Southwell

Person Making Complaint

Mr B Hearne

Description of Finding of Minor Breach

"At its meeting on 5 August 2021, the Panel found that Councillor Michael Southwell ("Cr Southwell"), a councillor for the Shire of Capel ("the Shire"), committed three minor breaches under the Local Government Act 1995 ("the Act") and Regulation 18(1)(b) of the Local Government (Model Code of Conduct) Regulations 2021 ("the Regulations") when he made comments that were incorrect and detrimental at each of:

- a) the Ordinary Council Meeting of the Shire of 24 February 2021;
- b) the Annual General Meeting of Electors of the Shire of 28 April 2021; and
- c) the Ordinary Council Meeting of the Shire of 28 April 2021."

Details of Actions Taken

"The Panel considered it reasonable that a penalty may have been warranted.

However, as stated above, at the time when the Panel convened to decide how the breaches were to be dealt with, Cr Southwell had ceased to be an elected member. Therefore, in the circumstances, the Panel finds that the imposition of a penalty would be futile.

Having regard to the Findings, the matters set out herein, and the general interests of local government in Western Australia, the Panel's decision on how the Minor Breach is to be dealt with under s5.110(6)(a) of the Act, is that no sanction is to be imposed against Cr Southwell."

Our Code of Conduct applies to Councillors, committee members and employees. It provides a set of guidelines, rules and a framework for decision making. The Code of Conduct should be read in conjunction with the Local Government Act 1995, the Local Government (Rules of Conduct) Regulations 2007 and relevant sections of the Local Government (Administration) Regulations 1996.



Elected member attendance at meetings

2021-22 General Meeting of Electors' was held on 20 April 2022

	Council Meetings		Elector Meetings* Annual	Committee Meetings				
	Ordinary	Special		Audit	BFAC	CCAS	LEMC	EDAC
Cr Andrew	9	2		1				
Cr Clews	10	2				1		
+Cr Dillon	8		1		2			
Cr Kitchen	11	2	1	2	3	1	3	
+Cr McCleery	8		1			1		
Cr Mogg	12	2	1	1		1		2
Cr Noonan	12	2	1	1		1		2
Cr Schiano	10					1		
*Cr M Scott	3			1			1	
*Cr Southwell	3	2						
+Cr Terrantroy	7		1	1		1		1

* Indicates Councillor who did not renominate

+ Indicates newly elected Councillor in the 2021 Election

Council Allowance

Councillors are paid an annual allowance in recognition of carrying out their civic and statutory duties, work on policy development and as spokespeople on community matters.

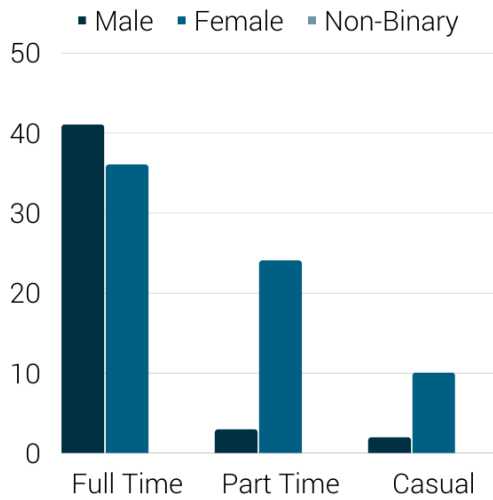
Councillors incur expenses in the course of fulfilling their roles and are reimbursed for incurred expenses.

Description	Amount
Meeting fees	\$ 85,661.00
President's allowance	\$ 19,035.00
Deputy President's allowance	\$ 4,759.00
Travel expenses	\$ 3,036.00
Information technology allowance	\$ 20,300
Total	\$ 132,791.00



Shire Staff Statistics

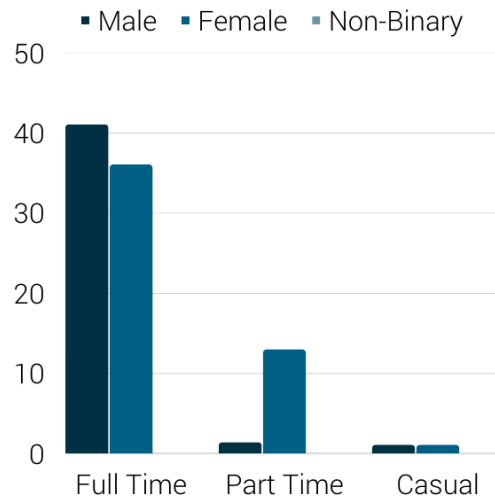
Employees by employment type (headcount)



TOTALS

Full Time	Part Time	Casual
77	27	12
Male	Female	Non-Binary
46	70	0

Employee FTE



TOTALS

Full Time	Part Time	Casual
77	14	2
Male	Female	Non-Binary
43.4	49.9	0

Employee Salaries over \$130,000

\$130,000-\$139,999	
\$140,000-\$149,999	
\$150,000-\$159,999	
\$160,000-\$169,999	2
\$170,000-\$179,999	
\$180,000-\$189,999	1



Work Health and Safety (WHS) Statistics

Injuries relating in lost time (at least 1 full day)	5
Body Stressing Injuries	3 (2 x upper limb 1 x lower back)
Interaction with Insects	1 Bee Sting
Interaction with domestic animal	1 Dog Bite
Hours Worked	164,458
Lost Time Injury Frequency Rate (LTIFR) LTIFR formula - Number of lost time injuries FY 21/22 x 1,000,000 / 164458 total hours worked FY 21/22	30.4
Public Administration & Safety Industry Benchmark	12.0



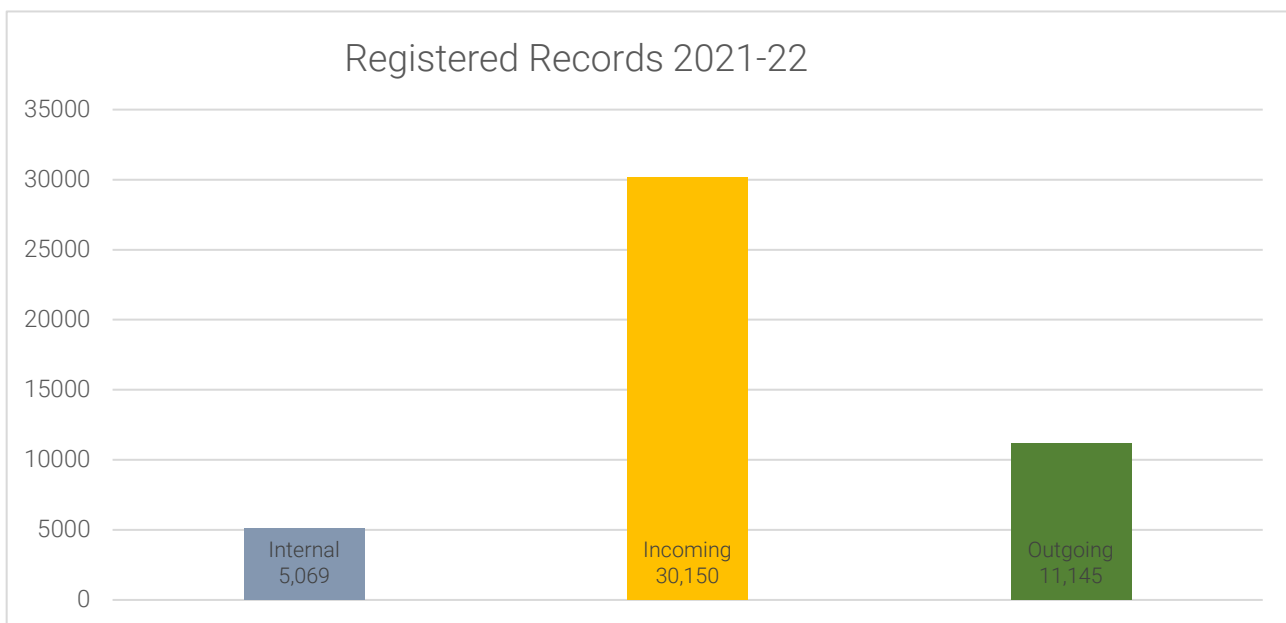
Photo credit Abby Murray Photography



Records Management

Local governments are required to keep records under the State Records Act 2000. A record is any form of information created, received or maintained by a government agency or parliamentary department in the course of conducting its business activities.

The total number of records captured into the electronic document management system during 2021-22 was 46,364. The graph displays the breakdown.



Digitisation Project

The backscanning project to digitise building permits and property files paused at the end of 2021 and recommenced in March 2022. An additional 2,480 files have been scanned for this period. This is a drop from last year of 655 files due to downtime. A total of 5,615 files have now been scanned for this project.

Training

The Shire's onboarding process ensures new staff are inducted into the Records Management System. A Records induction is conducted face to face and outlines staff responsibilities for record keeping. Staff are also made aware of processes for incoming mail, vital records and legal documents, and naming conventions. Additionally, one on one refreshers are conducted for existing staff as required. A total of 35 new staff inductions and 3 refreshers were held during this financial year.



Future Direction 5 | Provide and maintain suitable infrastructure and facilities

Public space investment in parks and playgrounds, public toilets, recreational space and public open space buildings (eg. Gazebos). Infrastructure investment in roads, footpaths, public open spaces, and drainage. An increase in and improvement of walking paths and cycleways.





Buildings Maintenance

Projects	
Gelorup Community Centre	Creation of space for a start-up toy library run by local volunteers
Capel Child Health Building	Installation of permanent café style blinds to increase shade and shelter outside
Hugh Kilpatrick Memorial Centre, Boyanup	Renovation of wood floors to meet the needs of user groups
Jack and Mary Kitchen Community Centre, Boyanup	Carpet replacement
Dalyellup Community Centre	Carpet replacement
Dalyellup Community Centre	Assessment and maintenance to allow for additional not for profit groups use of available space
Customer Service Requests	670



Operations – Works

The Works department has undergone significant leadership change with recruitment of a new Leading Hand and Works Coordinator. The Capital Works Program has been maintained by the team, 307 customer requests were actioned, and the following projects were started, completed and/or are ongoing.

Project & Location	Date	Description of Work
Brookdale Road Boyanup	February	Road repairs, drains reclaimed. Weekly complaints currently reduced to zero.
Drain Cleaning All Shire	January	Clearing of debris and implementation of annual inspections.
Forrest Beach Road Peppermint Grove Beach	May	Complete reform of gravel road resulting in a stable base.
Dalyellup Lakes Dalyellup	May	\$30,000 footpath replacement.
Grading All Shire	January to June	All roads graded to industry standard to create 4% crown gradient that was previously non-existent.
Portobello Road Dalyellup	February	Repairs to existing paving in the Dalyellup Shopping Centre precinct.
Jilley Road Gelorup	March	Major drain repair and reinstatement.
Storm Clean Up All Shire	April	Winter storm clearing.
Brookdale Road Boyanup	June	Winter form up – forming shoulders and reshaping base with new and existing material.
Bell Road Elgin	June	Winter form up - forming shoulders and reshaping base with new and existing material.
Ducane Road Gelorup	June	Winter form up - forming shoulders and reshaping base with new and existing material.
Grader Repairs	June	Engine malfunction resulting in major repairs required.
Isuzu 6 Wheelers	June	2 trucks delivered and scheduled for work.
Training	January to June	Traffic Management and Chainsaw Ticket.
Process Improvement	April to June	Development of new generic traffic management plan.



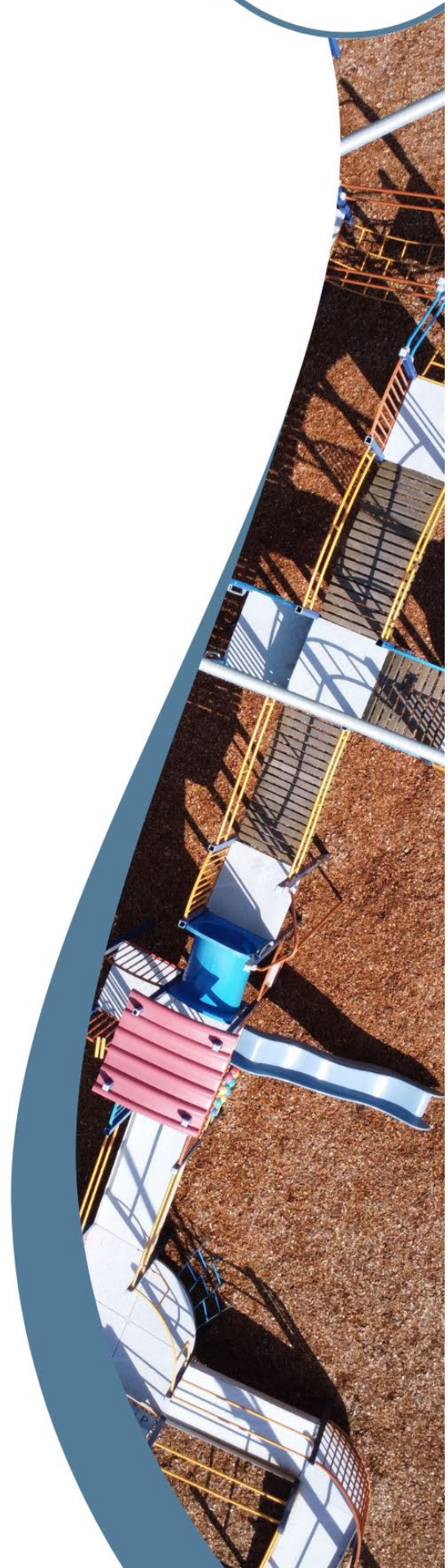
Operations – Parks

Capel

- Twelve-month Turf Maintenance Program at Capel Recreation Ground.
- Redesign and renew the garden beds with mixed native shrubs and trees species at Hawley Park entry Goodwood Estate and Capel Infant Health Building.
- Annual staff planting day at Erle Scott Reserve. Several mixed native shrub and native trees species were planted by staff.
- All ability swing added to Erle Scott Reserve playground.
- Mulching all new planting area and existing garden beds with Aquamor mulch, more sustainable product that only requires replenishing every 3 years (approx.).
- Build up the soil profile at the entry statements in Capel, as these sites have no irrigation.
- Implementation of a fortnightly maintenance schedule and 6 weekly verge spraying/mowing program.

Gelorup

- Redesign and renew the garden beds with mixed native shrubs and trees species at Community Centre Entry (Phase 1).
- Mulching all new planting area and existing garden beds with Aquamor mulch, more sustainable product that only requires replenishing every 3 years (approx.).
- 40 Melalueca trees planted at Sheoak Park to improve the shade canopy.





Peppermint Grove Beach

- Redesign and renew the garden beds with mixed native shrubs and species at Peppermint Grove Beach Community Centre.
- Top up planting and mulching at the foreshore.

Boyanup

- Twelve-month Turf Maintenance program at Boyanup Oval and Hockey field.
- Redesign and renew the garden beds with mixed native shrubs and species at Memorial Oval car park.
- Top up planting and mulching at the Information Bay.
- Mulching all new planting area and existing garden beds with Aquamor mulch, more sustainable product that only requires replenishing every 3 years (approx.).
- Implementation of a fortnightly maintenance schedule and 6 weekly verge spraying/mowing program.



Dalyellup

- Maintenance schedule was brought in house in September 2021.
- Twelve-month Turf Maintenance Program at Bunbury Baptist College and Ferndale Oval.
- Implementation of a fortnightly maintenance schedule.
- Redesign and renew the garden beds with mixed native shrubs and species at Portobello Road.
- Approximately 25 verge trees were planted throughout the estate in winter.
- Mulching all new planting area and existing garden beds with Aquamor mulch, more sustainable product that only requires replenishing every 3 years (approx.). Existing areas include Pardelup Park.
- Everlasting seeds planted along Norton Promenade.
- Planting with Tuart Primary School.
- Ferndale Oval Softfall Replacement.
- Tree planting at Wicklow Wetlands.





Future Direction 6 | Effective communication, engagement and relationship development

Improvement in engagement and communication from the Shire and better distribution of communications.





Communications 2022

Communication Strategy

In 2022, we developed the Shire's first Communication Strategy. The Strategy was developed in conjunction with Market Creations Agency for the Shire of Capel and creates a framework to project a positive and professional corporate image and promote the Shire as a future focused and responsive organisation through the application of consistent messages in a wide range of communication channels.

The Strategy focuses on effective communication as a vital element in building a positive identity for the Shire through improved awareness of its services, activities and projects, achievements and resources. By encouraging and promoting multi layered communication, improvements can be achieved via community participation and engagement. Effective communication also aids in information flow (internally) between Councillors, administration, and staff, and (externally) to stakeholders and the broader community.

The Strategy has been developed in line with the Shire's strategic direction, ensuring communication and community engagement is at the forefront and details methods to highlight the Shire's community facilities, services, leadership, and good governance.

The Strategy details key messages, channels, and suggests opportunities for community engagement. This Communication Strategy will act as a valuable reference point for the Shire to ensure all marketing, PR and communications activities are strategic, consistent, and timely.



The Strategy is aligned with the key themes detailed in the Strategic Community Plan (2021 – 2031):

1. Strengthen and enhance the well-being of our community.
2. Manage and protect our environment.
3. Foster a dynamic, diverse, and strong local economy.
4. Deliver good leadership, governance and decision making.
5. Provide and maintain suitable infrastructure facilities.
6. Effective communication, engagement, and relationship development.





Customer Service

Customer Experience Improvements

The Customer Service team is responsible for general customer enquiries, receipting, venue bookings and key management. In addition, the team provides a support service for all staff across the organisation through first point of external customer contact.




The Customer Service team received a total of:

			
Incoming phone calls	Visitors welcomed	Financial transactions	Customer Requests
25,835	12,148	4,517	1,523

2021-2022 Achievements

Strategic Community Plan – Direction 4 Outcome 4.5 - Improved Customer Engagement.

SpacetoCo - Complete

		
Manual Bookings	Regular Bookings	Casual Bookings
72	1,481	56
TOTAL	7,637 hours of booking	

Assisting our community to connect with our venues and spaces creating a seamless customer experience for hirers. Reducing red tape by removing the paper-based application process, streamlining fees and charges and access to real time calendars when making a booking.

Saving 1,179 administration hours to put back into further developing our SpacetoCo platform, educating our hirers and working on other customer experience improvements.



Livepro Knowledge Management

– In progress

- Currently in the build phase of our knowledge management system.
- One single repository of information empowering the customer service team to provide the right information to our customers, every time.
- Reduced training time when onboarding new customer service officers.
- Opportunity to build internal relationships with the sharing of knowledge.
- Easily identifiable knowledge gaps and training requirements.

Customer Service Charter Review

- Customer Service Charter review kicked off with consultation of all relevant stakeholders.
- Revised Charter demonstrates our commitment to excellent service with clear communication and behavioural targets for staff.
- Staff wellbeing is considered during all transactions to ensure our staff are treated with courtesy and respect.
- The Charter has been rolled out to internally, with all staff being educated through customer service workshops.
- External roll out will occur in the new year.



Annual Financial Statements
& Financial Summary
2021-2022



Auditor General

**INDEPENDENT AUDITOR'S REPORT
2022
Shire of Capel**

Financial Summary

The Shire's Net Operating Result for the 2021-22 financial year, based on the Statement of Comprehensive Income, was a surplus of \$3,604,891.00 compared to the budgeted amount of \$478,408.00.

The Shire's Net Operating amount takes into account all the funds we receive from rates, capital and operating grants, fees and charges, interest and other revenue, but only includes operating expenditure. It excludes expenditure on capital items or those items that are expected to last longer than one year such as roads, footpaths, playgrounds and buildings.

This figure should not be confused with the Shire's budget result based on the 'Rate Setting Statement' which was a surplus of \$4,546,419.00.

The budget result is the amount we have available at the end of the financial year after having accounted for all funds received and spent during the year, including capital expenditure and reserve fund transfers.

The increase in this year's surplus balance above what was projected was due to several factors including unspent funds including grant revenue which was ringfenced for capital/operational projects and unspent salary allocations due to ongoing movements in staff recruitment.

Depreciation expense increased for the 2021-22 financial year to \$4,809,936.00 (\$4,666,959.00 in 2020/21). The largest increase in depreciation year on year is related to infrastructure and the inclusion of right of use assets in line with the application of AASB 16 Leases.

There were no asset revaluations during the 2021-22 financial year. Shire Infrastructure is scheduled to be revalued in 2022-23 and Land and Buildings in 2023-24.

Non-cash contributions of \$5,037,624.00 were recognised in 2021-22 which was \$253,728.00 higher than the budget of \$4,783,896.00 and has contributed to the Shire's overall end of year surplus variance.

Operating revenue for the 2021-22 year was \$2,248,261.00 greater than the budgeted amount. This was primarily due the prepayment of 75% of the 2022-2023 Financial Assistance Grants in the 2021-22 financial year. Operating expenses were \$2,252,228.00 lower than budget. This was, in the main, a result of lower expenditure on capital projects seeing several projects carried forward to FY2022-23.

Restricted funds held in Reserves increased by \$348,304.00, because of tied funds held for projects carried forward to the 2022-23 financial year.

Employee costs of \$8,942,196.00 were \$83,545.00 lower than budget for 2021-22. In addition to salary expenses, employee costs include expenses for superannuation, staff training, fringe benefits tax and pay out of entitlements.

Materials and contracts actual expenditure was \$2,309,424.00 below the 2021-22 budgeted amount and is contributory to reduced spending against the Capital Work's Program.

Non-Operating Grants, Subsidies and Contributions were \$1,335,947.00 below budget due to a reduced Capital Work's Program.

From a cash flow perspective, the statement shows that cash and cash equivalents at the start of the year have increased from \$19,799,615.00 to \$24,508,840.00 as an end of year balance. Capital expenditure commitments for projects carried forward to FY2022-23 accounts for this increase in cash and cash equivalents.

Understanding the Financial Statements

The 2021-22 financial statements show how the Shire of Capel has performed during the financial year and the overall position at the end of the financial year, 30 June 2022.

The financial statements are prepared in accordance with the Australian Accounting Standards as they apply to local government and in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996. The financial statements must be certified by the Chief Executive Officer, and audited by an independent auditor appointed through the Office of Auditor General.

Financial Statements

The financial statements consist of five financial reports, explanatory notes supporting the reports and endorsement from the Chief Executive Officer and the independent auditor's report.

The five financial reports are:

1. Statement of Comprehensive Income by Nature or Type.
2. Statement of Financial Position.
3. Statement of Changes in Equity.
4. Statement of Cash Flows.
5. Rate Setting Statement.

Statement of Comprehensive Income by Nature or Type

The Statement of Comprehensive Income measures the Council's performance over the year. The Statement of Comprehensive Income by Nature or Type provides a breakdown of the operating income and expenditure for the year, excluding the capital costs of buildings or assets.

It lists the sources of revenue and expenditure incurred during the financial year in relation to the Council's operations. Expenses do include an item for depreciation which is the value of the assets used up during the year.

Statement of Financial Position

The Statement of Financial Position shows the assets that the Shire of Capel owns and liabilities (money that the Council owes). It is further broken down into 'Current' and 'Non-current'. Current means those assets and liabilities that are expected to be recouped, consumed or settled within the next 12 months; and Non-Current refers to those assets and liabilities that have an economic life extending beyond 12 months. The calculated difference between 'Assets' less 'Liabilities' is classified as 'Net Assets' or 'Equity'.

Statement of Changes in Equity

The Statement of Changes in Equity summarises the changes in the Council's equity for the year. A change in equity from the previous year may result from:

- A surplus or deficit from the year's operations.
- Use of money from, or transfer to, the Council's Reserve Accounts.
- A change in value of non-current assets following a revaluation of a class of assets.

Statement of Cash Flows

The Statement of Cash Flows summarises the Council's cash payments and receipts for the year, and the level of cash at hand at the end of the financial year. Cash in this statement refers to bank deposits and investments capable of being quickly converted to cash. Cash flow arises from operating activities, investing activities and financing activities.

Rate Setting Statement

The increase in this year's surplus balance above what was projected was mainly due to unspent grant revenue which was allocated to capital/operational projects and unspent salary allocations due to ongoing movements in staff recruitment.

Notes to the Statements

The Notes to the Statements are an informative section of the report and enable the reader to understand the basis on which the values shown in the statements are established. The Notes also advise if there has been any change to the Accounting Standards, Policy or Legislation that has impacted on the preparation of the statements. Within the five Financial Statements, there is a 'Note' number column to indicate which Note the reader can refer to for additional information.



Auditor General

INDEPENDENT AUDITOR'S REPORT 2022 Shire of Capel

To the Councillors of the Shire of Capel

Opinion

I have audited the financial report of the Shire of Capel (Shire) which comprises:

- the Statement of Financial Position at 30 June 2022, the Statement of Comprehensive Income by Nature or Type, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2022 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2022, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer of the Shire is responsible for:

- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality control relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of Capel for the year ended 30 June 2022 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.



Jordan Langford-Smith
Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
12 December 2022

SHIRE OF CAPEL
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

Certification of Financial Report	2
Statement of Comprehensive Income by Nature or Type	3
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Rate Setting Statement	7
Index of Notes to the Financial Report	8
Independent Auditor's Report	54

The Shire of Capel conducts the operations of a local government with the following community vision:

A future focused and resilient community that benefits from good governance, responsive services and appropriate facilities to deliver positive social, environmental and economic outcomes for everyone.

Principal place of business:
31 Forrest Road
Capel WA 6271

**SHIRE OF CAPEL
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

The attached financial report of the Shire of Capel for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the Shire of Capel at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 9th day of December 2022



Chief Executive Officer

Gordon MacMile

Name of Chief Executive Officer



SHIRE OF CAPEL
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Revenue				
Rates	25(a)	13,915,061	13,926,294	13,749,680
Operating grants, subsidies and contributions	2(a)	3,760,894	1,671,136	2,283,443
Fees and charges	24(c),2(a)	3,349,018	3,158,839	3,279,985
Interest earnings	2(a)	180,205	196,390	139,607
Other revenue	2(a)	195,677	199,935	186,776
		21,400,855	19,152,594	19,639,491
Expenses				
Employee costs		(9,252,842)	(9,035,741)	(8,435,815)
Materials and contracts		(6,004,689)	(8,314,113)	(6,901,945)
Utility charges		(602,657)	(663,674)	(636,346)
Depreciation	10(a)	(4,809,936)	(4,825,816)	(4,666,959)
Finance costs	2(b)	(248,854)	(246,897)	(275,503)
Insurance		(220,476)	(247,864)	(222,161)
Other expenditure	2(b)	(312,506)	(370,083)	(424,719)
		(21,451,960)	(23,704,188)	(21,563,448)
		(51,105)	(4,551,594)	(1,923,957)
Non-operating grants, subsidies and contributions	2(a)	3,652,135	4,988,082	4,133,695
Profit on asset disposals	10(d)	16,692	105,576	25,666
Loss on asset disposals	10(d)	(15,829)	(63,656)	0
Fair value adjustments to financial assets at fair value through profit or loss		2,998	0	1,939
		3,655,996	5,030,002	4,161,300
Net result for the period	24(b)	3,604,891	478,408	2,237,343
Total other comprehensive income for the period	16	0	0	0
Total comprehensive income for the period		3,604,891	478,408	2,237,343

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



**SHIRE OF CAPEL
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022**

	NOTE	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	3	24,508,840	19,799,615
Trade and other receivables	5	930,826	1,420,306
Inventories	6	27,210	26,183
Other assets	7	98,433	10,558
TOTAL CURRENT ASSETS		25,565,309	21,256,662
NON-CURRENT ASSETS			
Trade and other receivables	5	25,525	19,390
Other financial assets	4	83,353	80,355
Inventories	6	268,611	268,611
Other assets	7	106	1,714
Property, plant and equipment	8	31,710,363	31,462,946
Infrastructure	9	150,680,425	148,725,788
Right-of-use assets	11(a)	223,808	251,223
TOTAL NON-CURRENT ASSETS		182,992,191	180,810,027
TOTAL ASSETS		208,557,500	202,066,689
CURRENT LIABILITIES			
Trade and other payables	12	5,937,587	3,122,968
Other liabilities	13	519,285	542,302
Lease liabilities	11(b)	88,935	85,929
Borrowings	14	335,987	462,037
Employee related provisions	15	1,284,562	937,809
TOTAL CURRENT LIABILITIES		8,166,356	5,151,045
NON-CURRENT LIABILITIES			
Other liabilities	13	2,177,057	1,887,521
Lease liabilities	11(b)	144,353	173,851
Borrowings	14	4,089,267	4,425,236
Employee related provisions	15	186,445	239,905
TOTAL NON-CURRENT LIABILITIES		6,597,122	6,726,513
TOTAL LIABILITIES		14,763,478	11,877,558
NET ASSETS		193,794,022	190,189,131
EQUITY			
Retained surplus		96,163,981	91,614,094
Reserve accounts	28	13,275,741	14,220,737
Revaluation surplus	16	84,354,300	84,354,300
TOTAL EQUITY		193,794,022	190,189,131

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



SHIRE OF CAPEL
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		89,462,174	14,135,314	84,354,300	187,951,788
Comprehensive income for the period					
Net result for the period		2,237,343	0	0	2,237,343
Other comprehensive income for the period	16	0	0	0	0
Total comprehensive income for the period		2,237,343	0	0	2,237,343
Transfers from reserves	28	2,314,581	(2,314,581)	0	0
Transfers to reserves	28	(2,400,004)	2,400,004	0	0
Balance as at 30 June 2021		91,614,094	14,220,737	84,354,300	190,189,131
Comprehensive income for the period					
Net result for the period		3,604,891	0	0	3,604,891
Other comprehensive income for the period	16	0	0	0	0
Total comprehensive income for the period		3,604,891	0	0	3,604,891
Transfers from reserves	28	2,727,574	(2,727,574)	0	0
Transfers to reserves	28	(1,782,578)	1,782,578	0	0
Balance as at 30 June 2022		96,163,981	13,275,741	84,354,300	193,794,022

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

SHIRE OF CAPEL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		14,161,221	13,850,294	13,841,893
Operating grants, subsidies and contributions		4,009,594	825,765	3,326,553
Fees and charges		3,348,018	3,158,839	3,310,424
Interest received		180,205	176,390	139,607
Goods and services tax received		1,342,830	925,000	1,070,255
Other revenue		195,677	199,935	186,776
		23,237,545	19,136,223	21,875,508
Payments				
Employee costs		(8,942,196)	(9,025,741)	(8,645,602)
Materials and contracts		(3,282,356)	(8,334,113)	(6,563,005)
Utility charges		(602,657)	(658,674)	(636,346)
Finance costs		(248,854)	(241,897)	(275,503)
Insurance paid		(220,476)	(247,864)	(222,161)
Goods and services tax paid		(1,099,187)	(925,000)	(1,268,108)
Other expenditure		(312,506)	(370,083)	(424,719)
		(14,708,232)	(19,803,372)	(18,035,444)
Net cash provided by (used in) operating activities	17(b)	8,529,313	(667,149)	3,840,064
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	8(a)	(1,509,458)	(3,020,939)	(490,409)
Payments for construction of infrastructure	9(a)	(5,506,597)	(7,048,711)	(5,073,925)
Non-operating grants, subsidies and contributions		3,652,135	4,988,082	4,133,695
Proceeds from sale of property, plant & equipment	10(d)	90,160	602,650	143,900
Net cash provided by (used in) investing activities		(3,273,760)	(4,478,918)	(1,286,739)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(462,019)	(462,037)	(504,969)
Payments for principal portion of lease liabilities	27(c)	(84,309)	(75,006)	(70,505)
Net cash provided by (used in) financing activities		(546,328)	(537,043)	(575,474)
Net increase (decrease) in cash held		4,709,225	(5,683,110)	1,977,851
Cash at beginning of year		19,799,615	19,770,448	17,821,764
Cash and cash equivalents at the end of the year	17(a)	24,508,840	14,087,338	19,799,615

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

SHIRE OF CAPEL
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	26(b)	2,431,131	1,050,972	936,241
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Rates (excluding general rate)	25(b)	726,139	724,971	709,991
Operating grants, subsidies and contributions		3,760,894	1,671,136	2,283,443
Fees and charges		3,349,018	3,158,839	3,279,985
Interest earnings		180,205	196,390	139,607
Other revenue		195,677	199,935	186,776
Profit on asset disposals	10(d)	16,692	105,576	25,666
Fair value adjustments to financial assets at fair value through profit or loss		2,998	0	1,939
		8,231,623	6,056,847	6,627,407
Expenditure from operating activities				
Employee costs		(9,252,842)	(9,035,741)	(8,435,815)
Materials and contracts		(6,004,689)	(8,314,113)	(6,901,945)
Utility charges		(602,657)	(663,674)	(636,346)
Depreciation		(4,809,936)	(4,825,816)	(4,666,959)
Finance costs		(248,854)	(246,897)	(275,503)
Insurance		(220,476)	(247,864)	(222,161)
Other expenditure		(312,506)	(370,083)	(424,719)
Loss on asset disposals	10(d)	(15,829)	(63,656)	0
		(21,467,789)	(23,767,844)	(21,563,448)
Non-cash amounts excluded from operating activities	26(a)	5,037,624	4,783,896	5,338,878
Amount attributable to operating activities		(8,198,542)	(12,927,101)	(9,597,163)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		3,652,135	4,988,082	4,133,695
Proceeds from disposal of assets	10(d)	90,160	602,650	143,900
Purchase of property, plant and equipment	8(a)	(1,509,458)	(3,020,939)	(490,409)
Purchase and construction of infrastructure	9(a)	(5,506,597)	(7,048,711)	(5,073,925)
		(3,273,760)	(4,478,918)	(1,286,739)
Amount attributable to investing activities		(3,273,760)	(4,478,918)	(1,286,739)
FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(462,019)	(462,037)	(504,969)
Payments for principal portion of lease liabilities	27(c)	(84,309)	(75,006)	(70,505)
Transfers to reserves (restricted assets)	28	(1,782,578)	(1,434,274)	(2,400,004)
Transfers from reserves (restricted assets)	28	2,727,574	4,859,006	2,314,581
Amount attributable to financing activities		398,668	2,887,689	(660,897)
Surplus/(deficit) before imposition of general rates		(8,642,503)	(13,467,358)	(10,608,558)
Total amount raised from general rates	25(a)	13,188,922	13,201,323	13,039,689
Surplus/(deficit) after imposition of general rates	26(b)	4,546,419	(266,035)	2,431,131

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

SHIRE OF CAPEL
FOR THE YEAR ENDED 30 JUNE 2022
INDEX OF NOTES TO THE FINANCIAL REPORT

Note 1	Basis of Preparation	9
Note 2	Revenue and Expenses	10
Note 3	Cash and Cash Equivalents	12
Note 4	Other Financial Assets	12
Note 5	Trade and Other Receivables	13
Note 6	Inventories	14
Note 7	Other Assets	15
Note 8	Property, Plant and Equipment	16
Note 9	Infrastructure	18
Note 10	Fixed Assets	20
Note 11	Leases	24
Note 12	Trade and Other Payables	25
Note 13	Other Liabilities	26
Note 14	Borrowings	27
Note 15	Employee Related Provisions	28
Note 16	Revaluation Surplus	29
Note 17	Notes to the Statement of Cash Flows	30
Note 18	Contingent Liabilities	31
Note 19	Capital Commitments	31
Note 20	Related Party Transactions	32
Note 21	Financial Risk Management	35
Note 22	Events Occurring After the End of the Reporting Period	39
Note 23	Other Significant Accounting Policies	40
Note 24	Function and Activity	41
Information required by legislation		
Note 25	Rating Information	44
Note 26	Rate Setting Statement Information	48
Note 27	Borrowing and Lease Liabilities	49
Note 28	Reserve accounts	51
Note 29	Trust Funds	53

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 29 of the financial report.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation uncertainties made in relation to lease accounting
- estimation of useful lives of non-current assets

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Rates - general rates	General rates	Over time	Payment dates adopted by council during the year	None	When rates notice is issued
Rates - specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by council during the year	Return in event monies are unspent	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Grants, subsidies or contributions with no contractual commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	When assets are controlled
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annual fee	None	After inspection complete based on a 4 year cycle
Fees and charges - other inspections	Regulatory food, health and safety	Single point in time	Full payment prior to inspection	None	Revenue recognised after inspection event occurs
Fees and charges - waste management collections	Kerbside collection service	Over time	Payment on annual basis in advance	None	Output method based on regular weekly and fortnightly period as proportionate to collection service
Fees and charges - waste management entry fees	Waste treatment, recycling and disposal service	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facilities
Fees and charges - property hire and entry	Use of trails and facilities	Single point in time	In full in advance	Refund if event cancelled in 5 days	On entry or at conclusion of hire
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Fees and charges - fines	Fines issued for breaches of local laws	Single point in time	Payment in full within defined time	None	When fine notice is issued
Other revenue - commissions	Commissions on licencing and ticket sales	Over time	Payment in arrears for claimable event	None	When assets are controlled
Other revenue - reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	13,188,922	0	13,188,922
Specified area rates	0	0	726,139	0	726,139
Operating grants, subsidies and contributions	3,760,894	0	0	0	3,760,894
Fees and charges	3,349,018	0	0	0	3,349,018
Interest earnings	0	0	109,962	70,243	180,205
Other revenue	16,181	0	0	179,496	195,677
Non-operating grants, subsidies and contributions	1,420,083	2,232,052	0	0	3,652,135
Total	8,546,176	2,232,052	14,025,023	249,739	25,052,990

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	13,039,689	0	13,039,689
Specified area rates	0	0	709,991	0	709,991
Operating grants, subsidies and contributions	2,283,443	0	0	0	2,283,443
Fees and charges	3,279,985	0	0	0	3,279,985
Interest earnings	0	0	38,151	101,456	139,607
Other revenue	43,017	0	0	143,759	186,776
Non-operating grants, subsidies and contributions	4,133,695	0	0	0	4,133,695
Total	9,740,140	0	13,787,831	245,215	23,773,186

Note	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Interest earnings			
Interest on reserve funds	36,748	86,600	88,694
Rates instalment and penalty interest (refer Note 25(e))	109,962	78,130	38,151
Other interest earnings	33,495	31,660	12,762
	180,205	196,390	139,607
(b) Expenses			
Auditors remuneration			
- Audit of the Annual Financial Report	44,460	24,050	24,050
- Other services	26,560	26,100	1,960
	71,020	50,150	26,010
Finance costs			
Borrowings	27(a) 242,268	241,805	268,512
Lease liabilities	27(c) 6,586	5,338	6,991
	248,854	247,143	275,503
Other expenditure			
Write down of inventories to net realisable value	6 0	0	72,273
Sundry expenses	312,506	370,083	352,446
	312,506	370,083	424,719

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

3. CASH AND CASH EQUIVALENTS

Cash at bank and on hand
 Term deposits
Total cash and cash equivalents

Note	2022	2021
	\$	\$
	5,146,676	2,939,585
	19,362,164	16,860,030
17(a)	24,508,840	19,799,615
Held as		
- Unrestricted cash and cash equivalents	4,879,131	2,035,134
- Restricted cash and cash equivalents	19,629,709	17,764,481
	24,508,840	19,799,615

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions, bonds and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

Details of restrictions on financial assets can be found at Note 17.

4. OTHER FINANCIAL ASSETS

Non-current assets

Financial assets at amortised cost
 Financial assets at fair value through profit and loss

	2022	2021
	\$	\$
	25,000	25,000
	58,353	55,355
	83,353	80,355
Financial assets at amortised cost		
Shares in Donnybrook Capel District Community Financial Services Limited	25,000	25,000
	25,000	25,000
Financial assets at fair value through profit and loss		
Units in Local Government House Trust	58,353	55,355
	58,353	55,355

Fair value of financial assets at fair value through profit and loss is determined by the net asset value of the units held in the Trust at balance date as compiled by WALGA.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 21.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

5. TRADE AND OTHER RECEIVABLES

Note	2022	2021
	\$	\$
Current		
Rates receivable	781,964	1,045,620
Trade and other receivables	81,182	63,363
GST receivable	67,680	311,323
	930,826	1,420,306
Non-current		
Pensioner's rates and ESL deferred	25,525	19,390
	25,525	19,390

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 21.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to value is considered immaterial.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

6. INVENTORIES

Note	2022	2021
	\$	\$
Current		
Fuel and materials	27,210	26,183
	<u>27,210</u>	<u>26,183</u>
Non-current		
Land held for resale		
Cost of acquisition	268,611	268,611
	<u>268,611</u>	<u>268,611</u>

The following movements in inventories occurred during the year:

Balance at beginning of year		294,794	383,454
Inventories expensed during the year		(155,404)	(16,387)
Write down of inventories to net realisable value	2(b)	0	(72,273)
Additions to inventory		156,431	0
Balance at end of year		<u>295,821</u>	<u>294,794</u>

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Land held for resale (Continued)

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

7. OTHER ASSETS

	2022	2021
	\$	\$
Other assets - current		
Prepayments	72,816	7,919
Accrued income	25,617	2,639
	98,433	10,558
Other assets - non-current		
Prepayments	106	1,714
	106	1,714

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

Note	Land	Buildings - specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020	6,610,500	21,191,400	27,801,900	577,789	3,880,075	32,259,764
Additions	0	12,490	12,490	146,732	331,187	490,409
Disposals	0	0	0	0	(118,234)	(118,234)
Depreciation	0	(516,218)	(516,218)	(141,625)	(511,150)	(1,168,993)
Balance at 30 June 2021	6,610,500	20,687,672	27,298,172	582,896	3,581,878	31,462,946
Comprises:						
Gross balance amount at 30 June 2021	6,610,500	35,711,890	42,322,390	1,021,813	6,715,354	50,059,557
Accumulated depreciation at 30 June 2021	0	(15,024,218)	(15,024,218)	(438,917)	(3,133,476)	(18,596,611)
Balance at 30 June 2021	6,610,500	20,687,672	27,298,172	582,896	3,581,878	31,462,946
Additions	0	355,151	355,151	183,042	971,265	1,509,458
Disposals	0	0	0	0	(89,297)	(89,297)
Depreciation	0	(516,816)	(516,816)	(166,032)	(489,896)	(1,172,744)
Balance at 30 June 2022	6,610,500	20,526,007	27,136,507	599,906	3,973,950	31,710,363
Comprises:						
Gross balance amount at 30 June 2022	6,610,500	36,067,041	42,677,541	1,204,856	7,450,460	51,332,857
Accumulated depreciation at 30 June 2022	0	(15,541,034)	(15,541,034)	(604,950)	(3,476,510)	(19,622,494)
Balance at 30 June 2022	6,610,500	20,526,007	27,136,507	599,906	3,973,950	31,710,363

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2020	Available sales evidence from industry sources
Buildings - specialised	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2020	Construction costs and current condition, residual values and remaining useful life assessments inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

(ii) Cost					
Furniture and equipment		N/A	Cost	N/A	N/A
Plant and equipment		N/A	Cost	N/A	N/A

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

Note	Infrastructure - roads	Other infrastructure - bridges	Other infrastructure - carparks	Other infrastructure - footpaths	Other infrastructure - drainage	Other infrastructure - parks, ovals and other	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020	80,307,105	9,094,797	2,000,238	13,420,059	29,760,127	12,492,026	147,074,352
Additions	3,467,725	0	70,514	638,731	708,348	188,607	5,073,925
Depreciation	(1,735,944)	(151,571)	(53,001)	(319,888)	(365,463)	(796,622)	(3,422,489)
Balance at 30 June 2021	82,038,886	8,943,226	2,017,751	13,738,902	30,103,012	11,884,011	148,725,788
Comprises:							
Gross balance at 30 June 2021	87,143,576	9,356,282	2,124,234	14,670,586	31,184,169	14,167,462	158,646,309
Accumulated depreciation at 30 June 2021	(5,104,690)	(413,056)	(106,483)	(931,684)	(1,081,157)	(2,283,451)	(9,920,521)
Balance at 30 June 2021	82,038,886	8,943,226	2,017,751	13,738,902	30,103,012	11,884,011	148,725,788
Additions	2,701,358	0	0	551,696	550,965	1,702,578	5,506,597
Depreciation	(1,821,358)	(151,845)	(53,974)	(338,044)	(373,168)	(813,571)	(3,551,960)
Balance at 30 June 2022	82,918,886	8,791,381	1,963,777	13,952,554	30,280,809	12,773,018	150,680,425
Comprises:							
Gross balance at 30 June 2022	89,844,934	9,356,283	2,124,234	15,222,282	31,735,134	15,870,041	164,152,908
Accumulated depreciation at 30 June 2022	(6,926,048)	(564,902)	(160,457)	(1,269,728)	(1,454,325)	(3,097,023)	(13,472,483)
Balance at 30 June 2022	82,918,886	8,791,381	1,963,777	13,952,554	30,280,809	12,773,018	150,680,425

SHIRE OF CAPEL
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Other infrastructure - bridges	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Other infrastructure - carparks	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Other infrastructure - footpaths	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Other infrastructure - drainage	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Other infrastructure - parks, ovals and other	3	Cost approach using depreciated replacement cost	Independent registered valuer	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - non-specialised	8(a)	516,816	510,863	516,218
Furniture and equipment	8(a)	166,032	171,045	141,625
Plant and equipment	8(a)	489,896	697,822	511,150
Infrastructure - roads	9(a)	1,821,358	1,707,920	1,735,944
Other infrastructure - bridges	9(a)	151,845	215,899	151,571
Other infrastructure - carparks	9(a)	53,974	39,639	53,001
Other infrastructure - footpaths	9(a)	338,044	302,326	319,888
Other infrastructure - drainage	9(a)	373,168	343,986	365,463
Other infrastructure - parks, ovals and other	9(a)	813,571	770,447	796,622
Right-of-use assets - buildings	11(a)	57,632	49,819	57,632
Right-of-use assets - furniture and equipment	11(a)	17,844	16,050	17,845
Right-of-use assets - plant and equipment	11(a)	9,756	0	0
		4,809,936	4,825,816	4,666,959

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings - non-specialised	20 to 80 years
Furniture and equipment	3 to 20 years
Plant and equipment	2 to 50 years
Bridges	27 to 100 years
Sealed roads and streets formation	not depreciated
pavement seal	45 years
- bituminous seals	24 years
- asphalt surfaces	24 years
traffic islands	64 years
speed cushions	15 years
Gravel roads formation	not depreciated
pavement	45 years
Carparks - pavement	45 years
Carparks - seal	18 to 24 years
carparks - off-road	44 years
Footpaths - slab	40 to 50 years
Water supply piping and drainage systems	70 to 85 years
Parks, gardens and reserves	4 to 46 years
Right of use (buildings)	Based on the remaining lease
Right of use (plant and equipment)	Based on the remaining lease

(b) Temporarily Idle or retired from use assets

The Shire does not have any assets with a carrying value that are temporarily idle or retired from active use and not classified as held for sale.

10. FIXED ASSETS (Continued)

(c) Fully Depreciated Assets in Use

	2022 \$	2021 \$
The gross carrying value of assets held by the Shire which are currently in use yet fully depreciated are shown in the table below.		
Furniture and equipment	119,792	37,200
Plant and equipment	29,990	26,990
Other infrastructure - parks, ovals and other	43,000	6,000
	192,782	70,190

SHIRE OF CAPEL
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS (Continued)

(d) Disposals of assets

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
Plant and equipment	89,297	90,160	16,692	(15,829)	560,730	602,650	105,576	(63,656)	118,234	143,900	25,666	0
	89,297	90,160	16,692	(15,829)	560,730	602,650	105,576	(63,656)	118,234	143,900	25,666	0

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Plant and Equipment				
Law, order, public safety				
Toyota Landcruiser	15,000	0	0	(15,000)
Other property and services				
Toyota Kluger	26,000	34,545	8,545	0
Hyundai Tucson	18,297	20,909	2,612	0
Nissan Navara	10,000	9,171	0	(829)
Nissan Navara	20,000	25,535	5,535	0
	89,297	90,160	16,692	(15,829)

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

10. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

11. LEASES

(a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.	Note	Right-of-use assets - buildings	Right-of-use assets - furniture and equipment	Right-of-use assets - plant and equipment	Right-of-use assets Total
		\$	\$	\$	\$
Balance at 1 July 2020		274,671	52,029	0	326,700
Depreciation		(57,632)	(17,845)	0	(75,477)
Balance at 30 June 2021		217,039	34,184	0	251,223
Additions		13,492	0	44,325	57,817
Depreciation	10(a)	(57,632)	(17,844)	(9,756)	(85,232)
Balance at 30 June 2022		172,899	16,340	34,569	223,808

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

		2022 Actual	2021 Actual
		\$	\$
Depreciation on right-of-use assets	10(a)	(85,232)	(75,477)
Interest expense on lease liabilities	27(c)	(6,586)	(6,991)
Total amount recognised in the statement of comprehensive income		(91,818)	(82,468)
Total cash outflow from leases		(90,895)	(77,496)

(b) Lease Liabilities

Current		88,935	85,929
Non-current		144,353	173,851
	27(c)	233,288	259,780

The Shire has one lease relating to buildings and the lease term is 7 years. The Shire has two leases relating to furniture and equipment and the term for the leases is 5 years. The Shire has one lease relating to plant and equipment and the lease term is 5 years.

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 27(c).

Right-of-use assets - valuation measurement

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

12. TRADE AND OTHER PAYABLES

Current

Sundry creditors
 Prepaid rates
 Accrued salaries and wages
 Bonds and deposits held
 Accrued interest on debentures
 Rostered day off payables

	2022	2021
	\$	\$
	1,314,034	1,051,481
	604,736	616,097
	270,218	249,121
	3,657,626	1,113,921
	37,223	40,967
	53,750	51,381
	5,937,587	3,122,968

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

13. OTHER LIABILITIES

Current

Contract liabilities

2022	2021
\$	\$
519,285	542,302
519,285	542,302

Non-current

Contract liabilities

2,177,057	1,887,521
2,177,057	1,887,521
2,696,342	2,429,823

Reconciliation of changes in contract liabilities

Opening balance

2,429,823	1,474,854
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Additions

641,321	1,122,806
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Revenue from contracts with customers included as a contract liability at the start of the period

(374,802)	(167,837)
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Closing balance

2,696,342	2,429,823
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Performance obligations for each type of liability are expected to be recognised as revenue in accordance with the following time bands.

Less than 1 year

519,285	542,302
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1 to 2 years

80,900	20,000
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2 to 3 years

1,656,704	300,900
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3 to 4 years

380,207	1,507,375
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4 to 5 years

0	0
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> 5 years

59,246	59,246
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2,696,342	2,429,823
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Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

14. BORROWINGS

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		335,987	4,089,267	4,425,254	462,037	4,425,236	4,887,273
Total secured borrowings	27(a)	335,987	4,089,267	4,425,254	462,037	4,425,236	4,887,273

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the Shire of Capel.

The Shire of Capel has complied with the financial covenants of its borrowing facilities during the 2022 and 2021 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 21.

Details of individual borrowings required by regulations are provided at Note 27(a).

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

16. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation (Decrement)	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Closing Balance
	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	6,063,124	0	6,063,124	6,063,124	0	6,063,124
Revaluation surplus - Buildings - non-specialised	10,972,981	0	10,972,981	10,972,981	0	10,972,981
Revaluation surplus - Furniture and equipment	18,040	0	18,040	18,040	0	18,040
Revaluation surplus - Plant and equipment	563,989	0	563,989	563,989	0	563,989
Revaluation surplus - Infrastructure - roads	34,345,754	0	34,345,754	34,345,754	0	34,345,754
Revaluation surplus - Other infrastructure - bridges	4,704,988	0	4,704,988	4,704,988	0	4,704,988
Revaluation surplus - Other infrastructure - carparks	932,145	0	932,145	932,145	0	932,145
Revaluation surplus - Other infrastructure - footpaths	7,838,816	0	7,838,816	7,838,816	0	7,838,816
Revaluation surplus - Other infrastructure - drainage	15,226,278	0	15,226,278	15,226,278	0	15,226,278
Revaluation surplus - Other infrastructure - parks, ovals and other	3,688,185	0	3,688,185	3,688,185	0	3,688,185
	84,354,300	0	84,354,300	84,354,300	0	84,354,300

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

17. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	24,508,840	14,087,338	19,799,615
Restrictions				
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents	3	19,629,709	9,442,616	17,764,481
		19,629,709	9,442,616	17,764,481
The restricted financial assets are a result of the following specific purposes to which the assets may be used:				
Reserves - cash backed	28	13,275,741	9,442,616	14,220,737
Bonds and deposits held	12	3,657,626	0	1,113,921
Contract liabilities from contracts with customers	13	2,696,342	0	2,429,823
Total restricted financial assets		19,629,709	9,442,616	17,764,481

(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities

Net result		3,604,891	478,408	2,237,343
Non-cash items:				
Adjustments to fair value of financial assets at fair value through profit and loss		(2,998)	0	(1,939)
Depreciation/amortisation		4,809,936	4,825,816	4,666,959
(Profit)/loss on sale of asset		(863)	(41,920)	(25,666)
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		483,345	0	(166,119)
(Increase)/decrease in other assets		(86,267)	0	92,906
(Increase)/decrease in inventories		(1,027)	0	88,660
(Increase)/decrease in contract assets		0	0	30,439
Increase/(decrease) in trade and other payables		2,814,619	0	295,847
Increase/(decrease) in employee related provisions		293,293	0	(199,640)
Increase/(decrease) in other liabilities		266,519	(941,371)	954,969
Non-operating grants, subsidies and contributions		(3,652,135)	(4,988,082)	(4,133,695)
Net cash provided by/(used in) operating activities		8,529,313	(667,149)	3,840,064

(c) Undrawn Borrowing Facilities

Credit Standby Arrangements

Bank overdraft limit		0		0
Bank overdraft at balance date		0		0
Credit card limit		10,000		10,000
Credit card balance at balance date		3,033		0
Total amount of credit unused		13,033		10,000

Loan facilities

Loan facilities - current		335,987		462,037
Loan facilities - non-current		4,089,267		4,425,236
Total facilities in use at balance date		4,425,254		4,887,273

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

18. CONTINGENT LIABILITIES

The Shire does not have any contingent liabilities as at 30 June 2022.

19. CAPITAL COMMITMENTS

	2022	2021
	\$	\$
Contracted for:		
- capital expenditure projects	1,630,741	189,712
	1,630,741	189,712
Payable:		
- not later than one year	1,630,741	189,712

The capital expenditure outstanding at the end of the current reporting period is represented by the following projects:

Boyanup Road West Offset Planting (0.00 - 11.09)
Weld Road Capel (1.93-3.55)
Trails Master Plan - Ironstone Gully Falls Trail
Dalyellup Skate Park
Bush Fire Brigade Gelorup Shed
Dalyellup Multipurpose Community and Youth Centre

The capital expenditure outstanding at the end of the last reporting period is represented by the following projects:

Boyanup Road West Offset Planting (0.00 - 11.09)

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cr Michael Southwell			
President's annual allowance	4,759	0	19,035
Meeting attendance fees	4,759	0	19,035
ICT expenses	875	0	3,500
Travel and accommodation expenses	505	0	1,736
	10,898	0	43,306
Cr Kaara Andrew			
Deputy President's annual allowance	1,190	0	4,759
Meeting attendance fees	9,518	9,518	9,518
ICT expenses	2,100	2,100	2,100
Travel and accommodation expenses	0	470	664
	12,808	12,088	17,041
Cr Murray Scott			
Meeting attendance fees	2,380	0	9,518
ICT expenses	525	0	2,100
	2,905	0	11,618
Cr David Clews			
Meeting attendance fees	9,518	9,518	9,518
ICT expenses	2,100	2,100	2,100
Travel and accommodation expenses	0	470	0
	11,618	12,088	11,618
Cr Douglas Kitchen			
President's annual allowance	14,276	19,035	0
Meeting attendance fees	16,656	19,035	9,518
ICT expenses	3,150	3,500	2,100
Travel and accommodation expenses	0	470	0
	34,082	42,040	11,618
Cr Rosina Mogg			
Meeting attendance fees	9,518	9,518	9,518
ICT expenses	2,100	2,100	2,100
Travel and accommodation expenses	0	470	636
	11,618	12,088	12,254
Cr Kieran Noonan			
Meeting attendance fees	9,518	9,518	9,518
ICT expenses	2,100	2,100	2,100
Travel and accommodation expenses	0	470	0
	11,618	12,088	11,618
Cr Sebastian Schiano			
Deputy President's annual allowance	3,569	4,759	0
Meeting attendance fees	9,518	9,518	9,518
ICT expenses	2,100	2,100	2,100
Travel and accommodation expenses	0	470	0
	15,187	16,847	11,618
Cr Christine Terrantroy			
Meeting attendance fees	7,139	9,518	0
ICT expenses	1,575	2,100	0
Travel and accommodation expenses	2,473	470	0
	11,186	12,088	0
Cr Peter McCleery			
Meeting attendance fees	7,139	9,518	0
ICT expenses	1,575	2,100	0
Travel and accommodation expenses	383	470	0
	9,096	12,088	0

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS (Continued)

(a) Elected Member Remuneration

Cr Ashley Dillon

Note	2022 Actual	2022 Budget	2021 Actual
Meeting attendance fees	7,139	9,518	0
ICT expenses	1,575	2,100	0
Travel and accommodation expenses	0	470	0
	8,714	12,088	0
	139,729	143,503	130,691

Fees, expenses and allowances to be paid or reimbursed to elected council members.

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
President's annual allowance	19,035	19,035	19,035
Deputy President's annual allowance	4,759	4,759	4,759
Meeting attendance fees	92,800	95,179	85,661
ICT expenses	19,775	20,300	18,200
Travel and accommodation expenses	3,361	4,230	3,036
20(b)	139,729	143,503	130,691

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

	2022 Actual	2021 Actual
	\$	\$
Short-term employee benefits	559,192	527,568
Post-employment benefits	63,393	51,806
Employee - other long-term benefits	50,312	16,688
Council member costs	139,729	130,691
20(a)	812,626	726,753

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Transactions with related parties

There were no transactions with related parties during the year and no balances payable or receivable at 30 June 2022.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS (Continued)

(d) Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - Interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets at amortised cost	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2022					
Cash and cash equivalents		24,508,840	20,378,439	4,128,106	2,295
2021					
Cash and cash equivalents		19,799,615	17,847,137	1,949,833	2,645

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	41,281	19,498

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 27(a).

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivable was determined as follows:

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total	Note
30 June 2022						
Rates receivable						
Expected credit loss	0.00%	1.54%	0.00%	0.00%		
Gross carrying amount	415,509	183,842	126,032	82,106	807,489	
Loss allowance	0	0	0	0	0	5
30 June 2021						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	437,319	293,923	199,930	133,838	1,065,010	
Loss allowance	0	0	0	0	0	5

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Less than 1 year past due	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	
30 June 2022						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	73,817	2,236	1,762	1,612	79,427	
Loss allowance	0	0	0	0	0	5
30 June 2021						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	62,003	579	409	372	63,363	
Loss allowance	0	0	0	0	0	5

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

The loss allowances for trade receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	Rates receivable		Trade and other receivables		Contract Assets	
	2022 Actual	2021 Actual	2022 Actual	2021 Actual	2022 Actual	2021 Actual
	\$	\$	\$	\$	\$	\$
Opening loss allowance as at 1 July	0	0	0	0	0	0
Increase in loss allowance recognised in profit or loss during the year	0	0	0	0	0	0
Receivables written off during the year as uncollectible	0	0	0	0	0	0
Unused amount reversed	0	0	0	0	0	0
Closing loss allowance at 30 June	0	0	0	0	0	0

Trade receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the Shire, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on trade receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

21. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 17(c).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
2022					
Trade and other payables	5,937,587	0	0	5,937,587	5,937,587
Borrowings	555,882	1,990,316	3,480,628	6,026,826	4,425,254
Contract liabilities	80,900	2,036,911	59,246	2,177,057	2,696,342
Lease liabilities	91,196	153,887	0	245,082	233,288
	6,665,565	4,181,114	3,539,874	14,386,552	13,292,471
2021					
Trade and other payables	3,122,968	0	0	3,122,968	3,122,968
Borrowings	703,843	2,061,940	3,964,886	6,730,669	4,887,273
Contract liabilities	542,302	0	1,887,521	2,429,823	2,429,823
Lease liabilities	94,437	245,082	0	339,519	259,780
	4,463,550	2,307,022	5,852,407	12,622,979	10,699,844

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no events after balance sheet date that require disclosure.

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

24. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective

Description

Governance

To provide a decision making process for the efficient allocation of scarce resources.

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

General purpose funding

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

Law, order, public safety

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

Health

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Education and welfare

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

Community amenities

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

Recreation and culture

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

Transport

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

Economic services

To help promote the shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

Other property and services

To monitor and control Shire's overheads operating accounts.

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	30,447	45,035	78,587
General purpose funding	13,553,748	13,541,698	13,326,993
Law, order, public safety	107,031	90,817	94,819
Health	25,074	11,670	10,449
Education and welfare	21,506	18,601	25,357
Community amenities	2,593,991	2,547,704	2,557,547
Recreation and culture	916,303	846,275	845,195
Transport	2,062	3,200	400
Economic services	322,185	279,433	356,757
Other property and services	87,304	202,601	87,549
	17,659,651	17,587,034	17,383,653
Grants, subsidies and contributions			
Governance	107,482	26,750	56,788
General purpose funding	3,046,247	966,415	1,819,612
Law, order, public safety	360,066	439,302	132,870
Health	0	0	5,765
Education and welfare	2,330	7,500	1,500
Community amenities	1,000	0	10,000
Recreation and culture	464,091	1,411,171	32,452
Transport	3,348,569	3,706,380	4,314,402
Economic services	83,244	101,700	43,749
	7,413,029	6,659,218	6,417,138
Total Income	25,072,680	24,246,252	23,800,791
Expenses			
Governance	(964,179)	(1,014,105)	(996,508)
General purpose funding	(316,463)	(334,191)	(275,578)
Law, order, public safety	(1,252,793)	(1,369,838)	(1,179,615)
Health	(381,351)	(443,513)	(421,043)
Education and welfare	(300,568)	(310,673)	(288,979)
Community amenities	(3,905,203)	(4,313,092)	(3,922,370)
Recreation and culture	(5,855,423)	(6,655,456)	(5,985,468)
Transport	(6,943,042)	(7,543,033)	(6,745,599)
Economic services	(1,411,848)	(1,539,973)	(1,277,853)
Other property and services	(136,919)	(243,970)	(470,435)
Total expenses	(21,467,789)	(23,767,844)	(21,563,448)
Net result for the period	3,604,891	478,408	2,237,343

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. FUNCTION AND ACTIVITY (Continued)

	2022 Actual	2022 Budget	2021 Actual
(c) Fees and Charges	\$	\$	\$
Governance	8,605	7,548	8,616
General purpose funding	145,815	129,000	147,697
Law, order, public safety	104,348	73,015	93,263
Health	25,074	11,670	10,449
Education and welfare	10,308	4,674	7,633
Community amenities	2,592,519	2,533,345	2,542,330
Recreation and culture	147,912	121,254	116,478
Transport	2,062	3,200	400
Economic services	312,375	275,033	353,119
Other property and services	0	100	0
	3,349,018	3,158,839	3,279,985
	2022	2021	
(d) Total Assets	\$	\$	
Governance	14,654,412	14,418,485	
Law, order, public safety	2,454,145	2,241,810	
Health	111,921	110,553	
Education and welfare	130,319	144,024	
Community amenities	1,336,850	1,325,097	
Recreation and culture	38,073,854	36,217,986	
Transport	145,866,775	142,039,225	
Economic services	1,066,579	1,043,955	
Other property and services	4,862,645	4,525,554	
	208,557,500	202,066,689	

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION

(a) General Rates

RATE TYPE Rate Description	Basis of valuation	Rate in	Number of	2021/22	2021/22	2021/22	2021/22	2021/22	2021/22	2021/22	2021/22	2021/22	2020/21
		\$	Properties	Actual Rateable Value *	Actual Rate Revenue	Actual Interim Rates	Actual Back Rates	Actual Total Revenue	Budget Rate Revenue	Budget Interim Rate	Budget Back Rate	Budget Total Revenue	Actual Total Revenue
Residential	Gross rental valuation	0.092069	1,379	24,448,628	2,254,788	4,387	0	2,259,175	2,249,165	35,325	0	2,284,490	2,208,074
Residential Vacant	Gross rental valuation	0.137171	47	881,900	117,144	918	0	118,062	120,971	0	0	120,971	164,880
Urban Development	Gross rental valuation	0.092069	2,606	45,499,844	4,189,125	2,543	0	4,191,668	4,181,680	0	0	4,181,680	4,130,075
Urban Development Vacant	Gross rental valuation	0.137171	74	386,950	47,591	34,841	0	82,432	53,078	0	0	53,078	170,970
Town Centre	Gross rental valuation	0.076735	23	989,300	75,914	0	0	75,914	76,233	0	0	76,233	76,233
Town Centre/Special Use/Light Industry Vacant	Gross rental valuation	0.076735	4	153,250	11,760	0	0	11,760	11,760	0	0	11,760	11,760
Light Industry	Gross rental valuation	0.076735	30	1,042,160	79,970	41	0	80,011	79,970	0	0	79,970	79,970
Commercial Use Urban Development	Gross rental valuation	0.076735	24	4,313,660	336,496	9,920	0	346,416	331,009	0	0	331,009	331,009
Special Use	Gross rental valuation	0.076735	7	1,466,040	112,497	0	0	112,497	112,497	0	0	112,497	112,497
Special Rural	Gross rental valuation	0.080150	320	6,329,960	507,346	819	0	508,165	507,346	0	0	507,346	505,862
Rural Commercial Use	Unimproved valuation	0.005077	10	5,534,000	28,096	0	0	28,096	28,096	0	0	28,096	28,777
Rural	Unimproved valuation	0.005077	438	258,559,000	1,312,704	(2,274)	0	1,310,430	1,312,704	0	0	1,312,704	1,343,641
Sub-Total			4,962	349,604,892	9,073,431	51,195	0	9,124,626	9,064,509	35,325	0	9,099,834	9,163,748
Minimum payment													
		\$											
Residential	Gross rental valuation	1,385	995	13,035,104	1,378,075	0	0	1,378,075	1,355,915	25,434	0	1,381,349	1,387,770
Residential Vacant	Gross rental valuation	1,385	237	1,614,890	328,245	0	0	328,245	354,560	0	0	354,560	301,930
Urban Development	Gross rental valuation	1,385	897	11,767,250	1,242,345	0	0	1,242,345	1,160,630	0	0	1,160,630	1,195,255
Urban Development Vacant	Gross rental valuation	1,385	218	1,146,645	301,930	0	0	301,930	391,955	0	0	391,955	214,675
Town Centre	Gross rental valuation	1,385	10	117,208	13,850	0	0	13,850	12,465	0	0	12,465	12,465
Town Centre/Special Use/Light Industry Vacant	Gross rental valuation	1,385	8	82,900	11,080	0	0	11,080	11,080	0	0	11,080	11,080
Light Industry	Gross rental valuation	1,385	11	162,450	15,235	0	0	15,235	15,235	0	0	15,235	15,235
Commercial Use Urban Development	Gross rental valuation	1,385	2	34,320	2,770	0	0	2,770	2,770	0	0	2,770	2,770
Special Use	Gross rental valuation	1,385	2	19,300	2,770	0	0	2,770	2,770	0	0	2,770	2,770
Special Rural	Gross rental valuation	1,385	158	2,471,560	218,830	0	(4,155)	214,675	214,675	0	0	214,675	216,060
Rural Commercial Use	Unimproved valuation	1,385	5	704,400	6,925	0	0	6,925	6,925	0	0	6,925	5,540
Rural	Unimproved valuation	1,385	395	53,609,426	547,075	0	0	547,075	547,075	0	0	547,075	511,065
Sub-Total			2,938	84,765,253	4,069,130	0	(4,155)	4,064,975	4,076,055	25,434	0	4,101,489	3,876,615
			7,900	434,369,945	13,142,561	51,195	(4,155)	13,189,601	13,140,564	60,759	0	13,201,323	13,040,363
Concessions on general rates (Refer note 25(d))								(679)				0	(674)
Total amount raised from general rates								13,188,922				13,201,323	13,039,689
* Rateable value is based on the value of properties at the time the rate is raised.													
(b) Rates (excluding general rates)													
		Rate in											
		\$											
Specified Area Rates													
Dalyellup Parks and Gardens Maintenance	Gross rental valuation	0.49605	3,603	64,398,209	721,028	5,111		726,139	720,999	3,972	0	724,971	709,991
Total amount raised from rates (excluding general rates)								726,139				724,971	709,991
(c) Total Rates													
								13,915,061				13,926,294	13,749,680

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION (Continued)

(d) Specified Area Rate

Specified Area Rate	Purpose of the rate	Area/properties Rate Imposed	2021/22 Actual Rate Applied to Costs	2021/22 Actual Rate Set Aside to Reserve	2021/22 Actual Reserve Applied to Costs	2021/22 Budget Rate Applied to Costs	2021/22 Budget Rate Set Aside to Reserve	2021/22 Budget Reserve Applied to Costs
Dalyellup Parks and Gardens Maintenance	For Dalyellup Parks and Gardens Maintenance. To ensure that the parks and gardens are maintained to the standard presented by the developers	Residential properties in Dalyellup	\$ 724,971	\$ 0	\$ 663,636	\$ 724,971	\$ 0	\$ 770,153
			724,971	0	663,636	724,971	0	770,153

25. RATING INFORMATION (Continued)

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted

Type	Waiver/Concession	Discount	Discount	2022 Actual	2022 Budget	2021 Actual
Specified Area Rate- Dalyellup Parks and Gardens Maintenance	Concession	0.00%	\$	\$ 2,468,334	\$ 2,469,502	\$ 2,424,196
Minimum Rate	Concession	50.00%		679	0	674
				2,469,013	2,469,502	2,424,870
Total discounts/concessions (Note 25)				2,469,013	2,469,502	2,424,870

Rate or Fee and Charge to which the Waiver or Concession is Granted

Circumstances in which the Waiver or Concession is Granted and to whom it was available

Objects of the Waiver or Concession	Reasons for the Waiver or Concession
Specified Area Rate- Maintenance	A concession is granted to property owners in the rating zone groups 3 and 4 (Dalyellup) to limit the maximum specified area rate for Dalyellup Parks and Garden Maintenance to \$192.49 per property.
Minimum Rate	A minimum rate concession is also granted to a property owner whose property is rateable in the Shire of Capel and a neighbouring shire. This concession reduces the rates payable by 50%.
To limit the maximum specified area rate to Dalyellup Parks and Gardens Maintenance to \$192.49.	Specified area rate for Dalyellup Parks and Gardens Maintenance to match long term extra expenses to ensure standard of Dalyellup parks and gardens presented by developers is maintained.

SHIRE OF CAPEL
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION (Continued)

(e) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	8/10/2021	0.0	0.00%	0.00%
Option Two				
First instalment	8/10/2021	0.0	3.00%	7.00%
Second instalment	8/12/2021	11.0	3.00%	7.00%
Third instalment	8/02/2022	11.0	3.00%	7.00%
Fourth instalment	8/04/2022	11.0	3.00%	7.00%

	2022 Actual \$	2022 Budget \$	2021 Actual \$
Interest on unpaid rates	78,933	38,130	38,151
Interest on instalment plan	31,029	40,000	0
Charges on instalment plan	74,976	79,000	78,287
	184,938	157,130	116,438

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

26. RATE SETTING STATEMENT INFORMATION

		2021/22 Budget	2020/21
	2021/22 (30 June 2022 Carried Forward)	(30 June 2022 Carried Forward)	(30 June 2021 Carried Forward)
Note	\$	\$	\$
(a) Non-cash amounts excluded from operating activities			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .			
Adjustments to operating activities			
Less: Profit on asset disposals	10(d) (16,692)	(105,576)	(25,666)
Less: Fair value adjustments to financial assets at fair value through profit and loss	(2,998)	0	(1,939)
Add: Loss on disposal of assets	10(d) 15,829	63,656	0
Add: Depreciation	10(a) 4,809,936	4,825,816	4,666,959
Non-cash movements in non-current assets and liabilities:			
Financial assets at amortised cost	0	0	(25,000)
Other assets	1,608	0	6,939
Trade and other receivables	(6,135)	0	1,890
Employee benefit provisions	(53,460)	0	56,118
Contract liabilities	289,536	0	587,304
Inventory	0	0	72,273
Non-cash amounts excluded from operating activities	5,037,624	4,783,896	5,338,878
(b) Surplus/(deficit) after imposition of general rates			
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.			
Adjustments to net current assets			
Less: Reserve accounts	28 (13,275,741)	(9,442,616)	(14,220,737)
- Deferred debtors	(1,715)	0	(1,715)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	14 335,987	335,985	462,037
- Current portion of contract liability held in reserve	0	25,151	0
- Current portion of lease liabilities	11(b) 88,935	(13,964)	85,929
Total adjustments to net current assets	(12,852,534)	(9,095,444)	(13,674,486)
Net current assets used in the Rate Setting Statement			
Total current assets	25,565,309	15,598,585	21,256,662
Less: Total current liabilities	(8,166,356)	(6,769,176)	(5,151,045)
Less: Total adjustments to net current assets	(12,852,534)	(9,095,444)	(13,674,486)
Net current assets used in the Rate Setting Statement	4,546,419	(266,035)	2,431,131

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

27. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual						Budget					
		Principal at	New Loans	Principal	Principal at 30	New Loans	Principal	Principal at	New Loans	Principal	Principal at		
		1 July 2020	During 2020-21	Repayments	June 2021	During 2021-22	Repayments	30 June 2022	During 2021-22	Repayments	30 June 2022		
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Council Administration Office Upgrade		1,882,697	0	(93,816)	1,788,881	0	(97,597)	1,691,284	1,788,882	0	(97,597)	1,691,285	
Waste Collection Bin Purchase		137,225	0	(43,744)	93,481	0	(45,712)	47,769	93,482	0	(45,712)	47,770	
PGB Community Centre		65,713	0	(9,317)	56,396	0	(9,917)	46,479	56,396	0	(9,917)	46,479	
Capel Community Centre		301,211	0	(35,150)	266,061	0	(37,497)	228,564	266,061	0	(37,498)	228,563	
Capel Community Centre		199,413	0	(19,227)	180,186	0	(20,632)	159,554	179,939	0	(20,651)	159,288	
Capel Sports Pavilion		38,570	0	(38,570)	0	0	0	0	0	0	0	0	
Dayellup Sports Pavilion		155,432	0	(75,813)	79,619	0	(79,619)	0	79,619	0	(79,619)	0	
Capel Recreation Ground Hard Courts		754,119	0	(25,645)	728,474	0	(27,048)	701,426	728,474	0	(27,048)	701,426	
Capel Footbridge		25,713	0	(25,713)	0	0	0	0	0	0	0	0	
Capel Townscape		120,490	0	(58,769)	61,721	0	(61,721)	0	61,720	0	(61,720)	0	
Capel Civic Precinct - Stages 1 & 2		1,711,659	0	(79,205)	1,632,454	0	(82,275)	1,550,179	1,632,454	0	(82,275)	1,550,179	
Total		5,392,242	0	(504,969)	4,887,273	0	(462,019)	4,425,254	4,887,027	0	(462,037)	4,424,990	

* WA Treasury Corporation

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year	Budget for	Actual for year
						ending	year ending	ending
						30 June 2022	30 June 2022	30 June 2021
						\$	\$	\$
Council Administration Office Upgrade		Governance	76	WATC*	3.99%	(82,137)	(82,144)	(86,501)
Waste Collection Bin Purchase		Community amenities	93	WATC*	4.45%	(4,376)	(4,364)	(6,598)
PGB Community Centre		Recreation and culture	63	WATC*	6.34%	(3,749)	(3,744)	(4,407)
Capel Community Centre		Recreation and culture	64	WATC*	6.57%	(18,532)	(18,544)	(21,121)
Capel Community Centre		Recreation and culture	65	WATC*	7.17%	(13,322)	(13,300)	(14,881)
Capel Sports Pavilion		Recreation and culture	71	WATC*	5.99%	0	0	(1,430)
Dayellup Sports Pavilion		Recreation and culture	74	WATC*	4.96%	(2,509)	(2,509)	(6,922)
Capel Recreation Ground Hard Courts		Recreation and culture	75	WATC*	5.40%	(44,065)	(43,859)	(45,419)
Capel Footbridge		Transport	73	WATC*	5.99%	0	0	(953)
Capel Townscape		Economic services	72	WATC*	4.96%	(1,945)	(1,945)	(5,366)
Capel Civic Precinct - Stages 1 & 2		Economic services	89	WATC*	3.84%	(71,633)	(71,396)	(74,914)
Total						(242,268)	(241,805)	(268,512)
Total Interest Repayments	2(b)					(242,268)	(241,805)	(268,512)

SHIRE OF CAPEL
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

27. BORROWING AND LEASE LIABILITIES (Continued)

(b) New Borrowings - 2021/22

The Shire has not taken out any new loans during the financial year 2021/22

(c) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at	New Leases	Principal	Principal at 30	New Leases	Principal	Principal at 30	Principal at 1	New Leases	Principal	Principal at
		1 July 2020	During 2020-21	Repayments	June 2021	During 2021-22	Repayments	June 2022	July 2021	During 2021-22	Repayments	30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Administration Photocopiers		39,500	0	(10,323)	29,177	0	(17,317)	11,860	18,779	0	(13,964)	4,815
Wide Format Printer		6,092	0	(1,446)	4,646	0	(1,741)	2,905	3,810	0	(1,611)	2,199
Dalyellup Library Lease		277,712	0	(55,683)	222,029	13,492	(56,964)	178,557	222,029	0	(56,964)	165,065
Library Photocopiers		6,981	0	(3,053)	3,928	0	(1,832)	2,096	4,564	0	(2,467)	2,097
Toro Groundmaster 3300 Rough Mower		0	0	0	0	44,325	(6,455)	37,870	0	0	0	0
Total Lease Liabilities	11(b)	330,285	0	(70,505)	259,780	57,817	(84,309)	233,288	249,182	0	(75,006)	174,176

Lease Interest Repayments

Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year	Budget for	Actual for year	Lease Term
						ending	year ending	ending 30 June	
						30 June 2022	30 June 2022	2021	
						\$	\$	\$	
Administration Photocopiers		Governance		De Lage Landen Pty Ltd	2.10%	(405)	(405)	(692)	60 months
Wide Format Printer		Governance		De Lage Landen Pty Ltd	2.20%	(82)	(82)	(117)	60 months
Dalyellup Library Lease		Recreation and culture		Lease Equity Trust	2.30%	(4,779)	(4,779)	(6,060)	84 months
Library Photocopiers		Recreation and culture		De Lage Landen Pty Ltd	2.10%	(72)	(72)	(122)	60 months
Toro Groundmaster 3300 Rough Mower		Other property and services		De Lage Landen Pty Ltd	4.65%	(1,248)	0	0	36 months
Total Interest Repayments	2(b)					(6,586)	(5,338)	(6,991)	

SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

28. RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by legislation/agreement												
(a) Specified Area Rate Dalyellup Reserve	681,861	728,171	(663,636)	746,396	592,824	724,971	(994,699)	323,096	884,278	716,319	(918,736)	681,861
(b) Dalyellup Community Facilities Reserve	1,177,087	0	0	1,177,087	778,711	0	0	778,711	778,711	398,376	0	1,177,087
(c) Dalyellup Infrastructure (Millenium) Reserve	127,745	0	0	127,745	127,745	0	0	127,745	127,745	0	0	127,745
(d) Capel Community Facilities Reserve	120,146	0	0	120,146	95,645	0	0	95,645	95,645	24,501	0	120,146
(e) Town Planning Scheme No 3 Reserve	187,756	0	0	187,756	200,421	1,000	(20,000)	181,421	198,858	700	(11,802)	187,756
(f) Infrastructure Development Reserve	921,768	33,343	0	955,111	975,889	67,819	0	1,043,708	903,638	18,130	0	921,768
	3,216,363	761,514	(663,636)	3,314,241	2,771,235	793,790	(1,014,699)	2,550,326	2,988,875	1,158,026	(930,538)	3,216,363
Restricted by council												
(g) Leave reserve	735,222	2,192	(5,000)	732,414	735,437	5,515	(5,000)	735,952	729,996	10,226	(5,000)	735,222
(h) Waste Management Reserve	2,529,233	7,537	(208,061)	2,328,709	2,506,910	18,801	(335,913)	2,189,798	2,651,008	18,965	(140,740)	2,529,233
(i) Plant Reserve	834,129	335,791	(547,743)	622,177	924,399	338,368	(878,844)	383,923	542,214	453,182	(161,267)	834,129
(j) Infrastructure Asset Reserve	3,363,730	9,838	(195,133)	3,178,435	2,626,818	19,700	(1,083,929)	1,562,589	3,126,876	256,522	(19,668)	3,363,730
(k) Building Reserve	808,277	3,409	(3,550)	808,136	767,382	6,755	(43,705)	730,432	795,077	25,690	(12,490)	808,277
(l) Furniture and Equipment Reserve	481,586	99,557	(143,989)	437,154	416,160	101,242	(255,000)	262,402	494,816	108,540	(121,770)	481,586
(m) Property Value Revaluations Reserve	135,517	32,904		168,421	135,539	33,516	0	169,055	65,052	70,465	0	135,517
(n) Mosquito Management Reserve	42,515	115	(1,866)	40,764	25,547	1,403	(1,212)	25,738	25,359	17,156	0	42,515
(o) Land Conservation Activities Reserve	2,286	1,385		3,671	2,429	1,571	(4,000)	0	6,241	45	(4,000)	2,286
(p) Carried Over Projects Reserve	166,872	422,789	(166,872)	422,789	140,372	0	(140,372)	0	709,344	166,872	(709,344)	166,872
(q) Strategic Initiatives Reserve	1,805,007	5,339	(791,724)	1,018,622	1,715,120	12,863	(1,096,332)	631,651	2,000,456	14,315	(209,764)	1,805,007
(r) Contaminated Sites Reserve	100,000	100,208		200,208	100,000	100,750	0	200,750	0	100,000	0	100,000
	11,004,374	1,021,064	(2,063,938)	9,961,500	10,096,113	640,484	(3,844,307)	6,892,290	11,146,439	1,241,978	(1,384,043)	11,004,374
	14,220,737	1,782,578	(2,727,574)	13,275,741	12,867,348	1,434,274	(4,859,006)	9,442,616	14,135,314	2,400,004	(2,314,581)	14,220,737

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

**SHIRE OF CAPEL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

28 RESERVE ACCOUNTS (Continued)

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Specified Area Rate Dalyellup Reserve	Ongoing	Used to maintain parks, gardens and public open space in Dalyellup.
(b) Dalyellup Community Facilities Reserve	Ongoing	Used to fund community facilities in Dalyellup.
(c) Dalyellup Infrastructure (Millenium) Reserve	Ongoing	Used to fund capital projects within Dalyellup.
(d) Capel Community Facilities Reserve	Ongoing	Used to fund the development of facilities in Capel.
(e) Town Planning Scheme No 3 Reserve	Ongoing	Used to fund drainage and related infrastructure works for TPS 3 Amendments.
(f) Infrastructure Development Reserve	Ongoing	Used to fund infrastructure works associated with development.
(g) Leave reserve	Ongoing	Used to fund leave entitlements for redundancy, retirement, leave transfers to other local governments and leave entitlements paid each year.
(h) Waste Management Reserve	Ongoing	Used to maintain transfer sites, refuse sites, waste collection & disposal services within the Shire & waste site rehabilitation & regional waste services.
(i) Plant Reserve	Ongoing	Used for the replacement of plant, equipment and motor vehicles.
(j) Infrastructure Asset Reserve	Ongoing	Used for the preservation of roads, bridges and drainage infrastructure.
(k) Building Reserve	Ongoing	Used for the construction of and additions to Council buildings.
(l) Furniture and Equipment Reserve	Ongoing	Used for the purchase of major items of office equipment.
(m) Property Value Revaluations Reserve	Ongoing	Used to fund the three yearly revaluation of GRV properties.
(n) Mosquito Management Reserve	Ongoing	Used to fund mosquito control activities.
(o) Land Conservation Activities Reserve	June 2022	Used to fund land care activities.
(p) Carried Over Projects Reserve	Ongoing	Used to preserve for future use unexpected capital, project and other funds.
(q) Strategic Initiatives Reserve	Ongoing	Used to collect municipal funds to fund future new asset purchases or services and strategic projects of either a capital or operating nature.
(r) Contaminated Sites Reserve	Ongoing	Used to fund remediation of contaminated sites.

29. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2021	Amounts Received	Amounts Paid	30 June 2022
	\$	\$	\$	\$
Cash in Lieu of Public Open Space	793,305	829	0	794,134
	793,305	829	0	794,134