



Shire of Denmark

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Shire of Denmark Draft Annual Report 2012/2013



Shire of Denmark

2012/2013 Annual Report

CONTENTS

SHIRE PRESIDENT’S REPORT AND INTRODUCTION	5
COUNCILLORS CONTACT DETAILS – AS AT 10 DECEMBER 2013	7
CHIEF EXECUTIVE OFFICER’S REPORT	8
SHIRE OF DENMARK ORGANISATION CHART	12
SUMMARY OF SHIRE SERVICES 2012/2013	13
Denmark Recreation Centre	13
Shire of Denmark Public Library	15
Denmark Youth Services	18
Planning Services	22
Sustainability Services	24
Engineering Services	26
Fire Prevention and Emergency Management.....	27
Building Services	31
Law and Order	32
Public Health.....	33
STATUTORY REPORTING MATTERS	35
Independent Auditor Report.....	38
2012/2013 Annual Financial Report Executive Summary.....	43
SHIRE OF DENMARK’S PRINCIPAL PREFERRED CONSULTANTS, ADVISORS AND AGENTS	49
Appendix	
2012/13 ANNUAL FINANCIAL REPORT	49

Electronic copies of the Annual Report are available for download from the Shire of Denmark website www.denmark.wa.gov.au

Alternative formats are also available free of charge on request, such as Braille, audio tape and computer disk. (s29 of Disability Services Act 2003)

Welcome To Denmark

Denmark is a very attractive environment and community. It comprises the Valley of the Giants forests, Wilderness National Parks, rivers, ocean, hills and the picturesque Scotsdale Valley.

A mixture of welcoming villages and inviting landscapes, Denmark has many of the highly desirable characteristics of a rural community. It also has a well-developed cultural and environmental life that has accrued over many years.

The town of Denmark is located on the Denmark River and Wilson Inlet convenient to the regional centre of Albany, 50 kilometres to the east.

Community visions for economic development encompass a wide range of strategic directions.

The most prominent goal however is to foster an increased entrepreneurial culture that consciously plans for business and development initiatives within sustainability values, thereby managing a balance of local and externally funded initiatives.

CURRENT STATUS

Population (2011 Census)	5677
Median Age (2011 Census)	47
Population (est - 1 July 2013)	5796
<small>(Source – ABS website)</small>	
Annual Population Growth Rate	2.1%(est*)
<small>(* Source – Shire of Denmark Local Planning Strategy)</small>	
Area	- 1860 sq km
Length of Roads	
- Sealed	- 207 km
- Unsealed	- 436 km
Area of Parks & Reserves	- 1290 sq km
Length of Coastline	- 84 km
Length of Estuary Foreshores	- 73 km
Number of Dwellings	- 3234

Educational Institutions

- Pre-Schools
- Primary Schools
- High School
- College of Agriculture
- TAFE

VISION

The Shire of Denmark's long term vision for the Shire is:

Denmark in the year 2031 is a leading example of a dynamic, connected, caring and cohesive community, in tune with its environment.



MISSION

The Shire of Denmark aims, through vision and integrity to serve its whole community and value its natural environment.

VALUES

The Shire of Denmark holds the following values:

- Sustainability,
- Effectiveness,
- Teamwork,
- Transparency,
- Respect,
- Visionary Leadership,
- Honesty & Integrity,
- Creativity,
- Commitment,
- and Trust

FREEMAN OF THE SHIRE OF DENMARK

Mr Percy Berridge (Dec) (17/11/1973)
Mrs Eileen Lunan (10/2/2006)

2013 CITIZENSHIP AWARD WINNERS

Citizen of the Year Award

Christine Venkatachalam

Young Citizen of the Year Award

Kit Davies

Community Group of the Year Award

Denmark Little Athletics Centre Inc.

2012 SPORTS AWARD WINNERS

Senior Sportsperson of the Year

Kia Mumford (Cycling)

Junior Sportsperson of the Year

Daniella Atkinson (Swimming)

Services to Sport

Andrew Finigan (AFL)

SHIRE PRESIDENT’S REPORT AND INTRODUCTION

It is my pleasure to present the Shire of Denmark Annual Report for the 2012/2013 financial year in what has again been an extremely busy one for Council.

I am sure that most residents would agree that the Shire has undergone a major transformation in recent years, with some of the major projects completed over the past twelve months being:

- Stage 4 of the Strickland St CBD works,
- Completion of the McLean Park redevelopment,
- Extension of the Peaceful Bay footpath network,
- Widening of Scotsdale Road,
- Stage 3 of the Denmark Country Club Redevelopment, and
- Kwoorabup Community Park facilities.

Of course these works could not occur if not for the significant financial contribution provided to all of these projects by the WA State Government. This contribution comes predominantly in the form of the Royalties for Regions funding program, road project grants and general purpose payments.

Unfortunately we have learnt that changes to the Royalties for Regions funding program have seen a loss of direct allocation of much of this funding. Please be assured that Council will continue to work hard to lobby and leverage new funding opportunities to ensure best outcomes for the community.

Council undertook significant consultation with our local community and property owners through the year with respect to the formation of a Strategic Community Plan where members of the community invested time and energy into contributing to the various workshops, meetings, calls for submissions etc, that formed part of this process. I thank all members of the community that took part in this process for their valued involvement and input.

The Shire of Denmark Strategic Community Plan was adopted by Council in October 2013.

Further plans are required to be adopted such as a Corporate Business Plan and Long Term Financial Plan which will form part of a series of critical documents that will provide better planning and coordination of the long term strategic direction of the Shire.

Once this process is completed and adopted, they will link to the Local Planning Strategy, adopted in October 2011, to provide a blueprint for the future direction of the Shire and where we will be in twenty years from now.

As a result of the Local Planning Strategy having been adopted, Council has initiated the preparation of Local Planning Scheme No. 4 (LPS 4). LPS 4, which will revoke current Town Planning Scheme No. 3 upon gazettal, will become the statutory document that controls and guides land use, development and subdivisions. The preparation of LPS 4 will require consultation with the community and I encourage everyone’s input into this important planning document for the Shire of Denmark.

Council undertook a major review of its rating system in the year assessing the various anomalies, inconsistencies and opportunity for improvement. The outcome of this review has now been implemented and Council believes this review has resulted in greater fairness and equity in its rating of property.

Council, noting the Minister for Local Government's directive of 5 February 2009 in relation to Councillor numbers being voluntarily reduced to between 6 and 9, together with likely significant increases in Governance costs associated with Councillors allowances moving to being regulated by the Salaries and Allowances Tribunal with effect from 1 July 2013, resolved to undertake a Ward and Elected Member Representation Review in 2012/2013.

The review proposed that there be no change to its current 3 Ward structure but that its number of elected representatives be reduced to 9 by reducing one Councillor from each ward. The review was then advertised and the community consulted with a six week public submission period.

Council considered submissions received at a Special Meeting of Council held on 24 April 2013 where they resolved that there be no change to its current three (3) Ward structure but that the number of elected representatives be reduced from twelve (12) to nine (9) effective from the October 2013 Local Government Elections. This was subsequently approved by the Local Government Advisory Board and implemented by Council for the October 2013 Elections.

I consider it a great personal honour to serve in the capacity as Councillor and President of the Shire of Denmark and I would like to thank and acknowledge my fellow Councillors for their ongoing support and commitment to dealing with the many difficult issues that they are confronted with on a monthly basis.

I also take this opportunity to thank and acknowledge former Councillors, Alex Syme, Barbara Marshall and Adrian Hinds who all completed service as Councillors in October 2013, for their valued contribution to the Shire.










In closing I encourage all electors to continue to take a high level of interest in your community's affairs and urge you to contact your Councillors or staff if you have any questions, issues or concerns with Council matters. Your input is vital to ensure that the services and strategic direction of the Council represents your views.



Cr Ross Thornton
Shire President
SHIRE OF DENMARK



COUNCILLORS CONTACT DETAILS – AS AT 10 DECEMBER 2013

Name	Contact Details	Photo
Cr Ross Thornton Shire President (Term Expires 2015) Town Ward	PO Box 495 Denmark WA 6333 Ph/Fax: 9840 9260 Email: cr.thornton@denmark.wa.gov.au	
Cr John Sampson Deputy Shire President (Term Expires 2017) Scotsdale/Shadforth Ward	571 Lights Road (PO Box 540) Denmark WA 6333 Ph: 98481629 Website: http://councillorjohnsampson.denmark.org.au/ Email: cr.sampson@denmark.wa.gov.au	
Cr David Morrell (Term Expires 2017) Town Ward	9 Crowea Road Denmark WA 6333 Ph: (08) 9848 1300 Mobile: 0477 520 557 Email: davidmorrell321@hotmail.com	
Cr Kelli Gillies (Term Expires 2015) Kent/Nornalup Ward	36 Middle Road Bow Bridge WA 6333 Phone: 9840 8434 Mobile: 0405 735 961 Email: bowbridge@live.com.au	
Cr Jan Lewis (Term Expires 2015) Scotsdale/Shadforth Ward	111 McNess Road Scotsdale WA 6333 Phone: 0438 061 191 Email: jclewis@overbridgefarm.com.au	
Cr Ian Osborne (Term Expires 2015) Town Ward	177 Osborne Road Shadforth WA 6333 Phone: 9840 9898 Mobile: 0438 409 898 Email: cr.osborne@denmark.wa.gov.au	
Cr Dawn Pedro (Term Expires 2017) Scotsdale/Shadforth Ward	11 Sunnyglen Road Denmark WA 6333 Ph: 9848 1590 Mob: 0448 654 984 Email: pdpedro@westnet.com.au	
Cr Belinda Rowland (Term Expires 2015) Scotsdale/Shadforth Ward	623 Scotsdale Road Denmark WA 6333 Phone: 9848 3438 Mobile: 0412 693 077 Email: bindy900@hotmail.com	
Cr Roger Seeney (Term Expires 2015) Kent/Nornalup Ward	2224 Scotsdale Road Denmark WA 6333 Phone: 9840 9036 Mobile: 0428 409 036 Email: rogerbevseeney@bigpond.com	

CHIEF EXECUTIVE OFFICER'S REPORT

It has once again been a very busy twelve month period for the Shire of Denmark, with major capital works and strategic planning issues occupying a significant amount of staff resources over the past year.

The following is a summary of major projects and services undertaken by the Shire over the past year and I would welcome any comment or questions from Electors regarding these issues.

Structural Reform and Amalgamation

The Shire of Denmark remains firm in its view that it does not wish to amalgamate with any of our immediate neighbours, although it is always willing to explore partnerships that result in real benefits and/or savings to ratepayers and residents.

The State Government is committed to undertaking structural reform of the local government sector in the Metropolitan area and it would appear a reasonable conclusion that rural Western Australia will be the next focus of their reform agenda.

Council remains confident that we have all the necessary processes in place to ensure that we can demonstrate to the State we are a strong and vibrant local authority, with its own unique character, that is well placed to meet the future and current requirements of our residents.

Staffing

The Shire workforce continues to remain relatively stable which provides many benefits to the organisation, including increased corporate knowledge and skills and reduced staff recruitment and attraction expenses.

Council continues to receive much positive feedback in regard to the high level of service received from employees and I would like to thank all employees for the commitment they have displayed to their duties over the past twelve months.

Customer Service Charter

The Shire takes great pride in the commitment displayed by our employees to providing the highest level of service possible to our community. In order to establish minimum customer service standards a Charter has been adopted by Council to both enshrine these standards and allow our performance to be measured and analysed for future improvement.

The 2013 Biennial Survey was forwarded to 4,379 electors in early December 2012, with surveys being returned by 23 January 2013. The results were adopted by Council in April 2013.

The response rate of 14.96% (655) for the survey was considered to be an excellent response from a statistical perspective, although it was acknowledged that there were certain limitations to the results of the survey, predominately relating to the demographics of electors within the Shire.

I am pleased to report that Council employees meet these minimum customer service standards on a consistent basis as evidenced by the results in the 2013 Community Needs and Customer Satisfaction Survey, our internal reporting processes and other feedback received.

I would encourage all residents to read the results of the surveys which are available on the Shire website.

CBD Redevelopment

The third stage of the Strickland St upgrade was completed during 2012/13. This resulted in the car park and works at the North Street end of Strickland Street providing much needed additional parking within this area.

These works have attracted a lot of positive feedback and have improved the CBD streetscape and improved access for motorists and pedestrians around the CBD area.



CBD and Public Art Works

Kwoorabup Community Park Construction

Stage 2 works that were due to be undertaken in 2011/12 were deferred to undertake further liaison with local indigenous representatives and seek further advice on options for the costly installation of utilities such as power, sewerage etc.

The works undertaken during 2012/13 included the construction of an adventure park, public art, landscaping and ablution facilities.



Kwoorabup Community Park

Denmark Country Club – Grassed Greens

As part of an ongoing three year upgrade, Stage 3 of the redevelopment of Country Club facilities were completed during 2012/13, with the greens being transformed from oiled sand to grass.



Denmark Country Club – Grassed Greens

McLean Park Redevelopment

The final stage of the McLean Park redevelopment was finalised in 2012/13, with the completion of the carpark and perimeter fencing works.



McLean Park facilities from Brazier Street

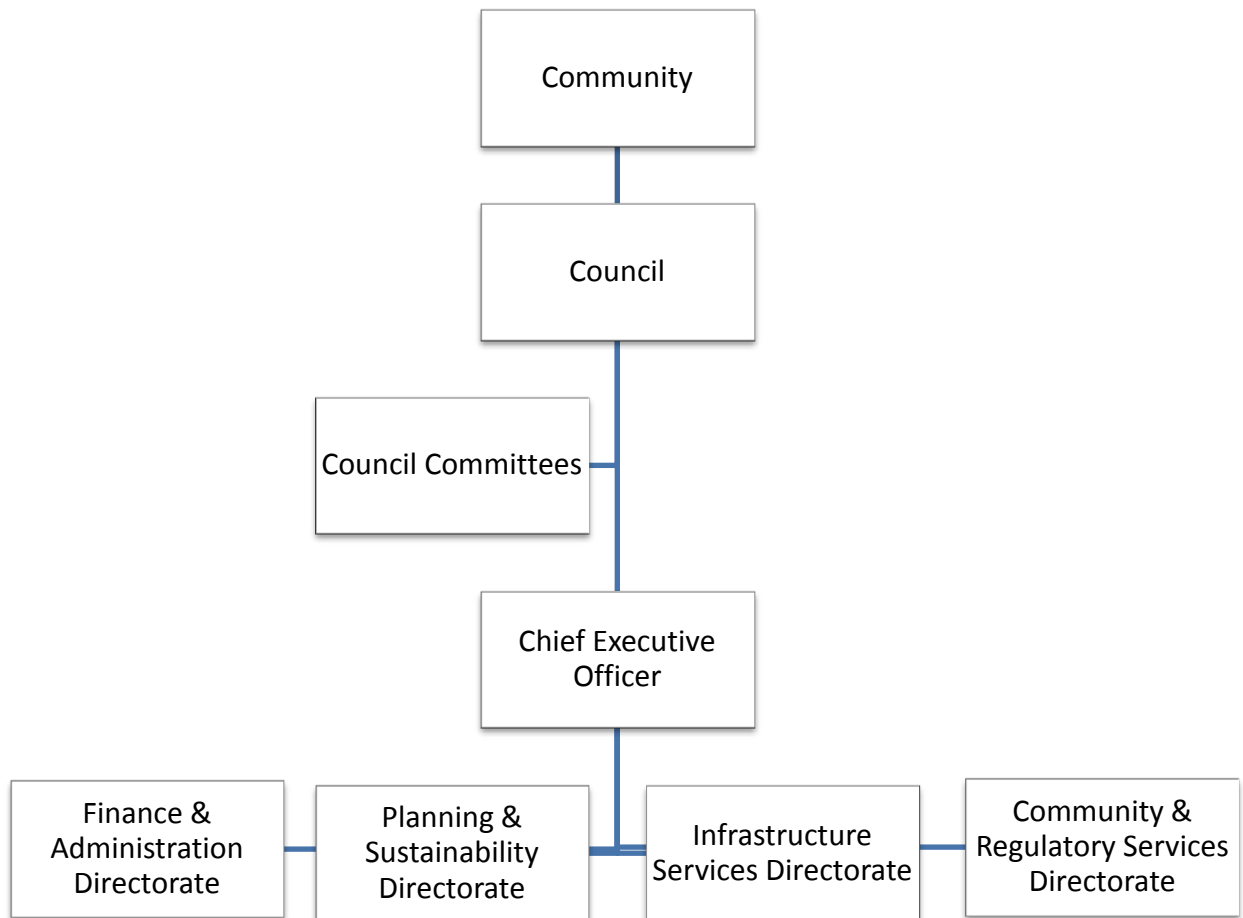
In closing I would like to again thank all employees for their commitment and passion to serving the Shire and invite feedback from ratepayers and electors on information contained within the Annual report or any other Shire related matter.



Mr Dale Stewart
Chief Executive Officer



SHIRE OF DENMARK ORGANISATION CHART



Executive Team

Chief Executive Officer

Mr Dale Stewart

Director of Finance & Administration

Mr Kim Dolzadelli

Director of Planning & Sustainability

Mrs Annette Harbron

Director of Infrastructure Services

Mr Rob Whooley

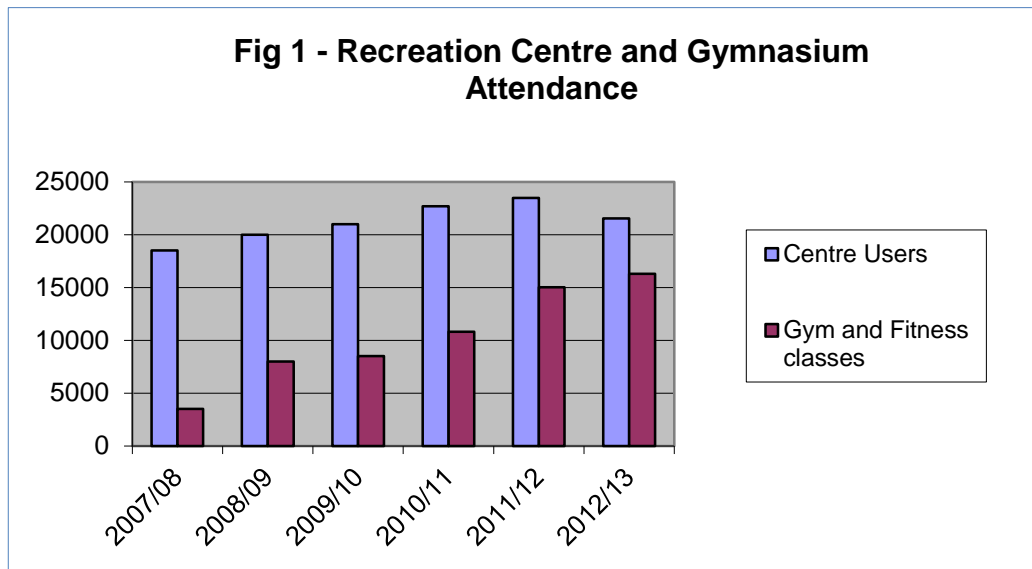
Director of Community & Regulatory Services

Mr Gregg Harwood

SUMMARY OF SHIRE SERVICES 2012/2013

Denmark Recreation Centre

The Recreation Centre recorded growth of 8% in Gym Fitness attendances for the year 2012/13. Total attendances came to 37,849. Gym/Fitness attendances reached 16,307.



The Recreation Centre's Fitness Instructor Helen Powley won the Most Outstanding Regional Instructor Award at the annual State Living Longer Living Stronger awards. This is a great credit to the staff at the Centre and instructor Helen Powley. The Centre was also runner up in the Most Outstanding Regional Provider award.

New Programs introduced in 2012/2013

- The Centre started 3 new programs – Fast 5 Netball (4 teams competing), Junior Indoor Cricket Coaching and Gymnastics, these new programs attracted new clientele to the Centre and increased revenue streams,
- New equipment for gym - 2 x new bikes and 1 x Cross trainer have been added to the Centre's gym as per Council's budget for 2012/2013,
- The Centre was successful in obtaining funding from the Heart Foundation to promote their Swap IT Don't Stop It message. The grant was used to:
 - Run an 8 week program of 2 hour sessions once per week offering a 1 hour exercise class followed by a 1 hour health workshop with a crèche service offered to cater for parents,
 - Form a walking group 2 sessions per week for 8 weeks followed by a healthy morning tea, and
 - Form a cycling group 1 session per week followed by a healthy morning tea.
- Denmark's Biggest Loser
The Centre ran two 10 week programs starting in July 2012 & May 2013 called Denmark's Biggest Loser. Teams of 6 were invited to nominate and take part in a 10 week fitness/healthy lifestyle program run from the Recreation Centre with the aim of losing weight and improving their lifestyles.
The program was launched on the 23 July with 18 participants taking part initially and 24 participants for the May event. ABC radio was on hand to conduct some interviews and

promote the event. Dietician Steve Pratt delivered the opening presentation on healthy lifestyles.

- The Recreation Centre turned 20 in October and on Saturday, 13 October the Centre held a Free Open day. The day included a Super Fitness Class, Gym Physical Challenges, Gym tours, Basketball All Stars game, Kids Corner, Bouncy Castle, Face Painting, Sausage Sizzle, morning tea, Rippaball, Walking Challenge on McLean Park and before/after display for the Centre.

Recreation Centre maintenance/upgrades in 2012/2013

- The sports courts were recoated as part of their ongoing maintenance schedule.

Club Development Officer Scheme:

- Training offered to clubs included;
 - Safe Clubs for Kids
 - Member Protection
 - Responsible Service of Alcohol training
 - Organising a Sports taping

Clubs

- Riverside Clubs - The Club was successful in obtaining a Regional Development grant for Round 3 and applied to the Department of Sport & Recreation for a CSRFF grant which will be decided in February/March 2014.
- Tingledale Tennis Club – Council was successful in obtaining a grant from Lotterywest for the construction of a new public toilet block with disabled facility and a shelter area.
- Denmark Surf Lifesaving Club – Have draftsman's plans for the re-development of their facilities. They are now looking to develop fully costed architects drawings which they hope to have within the next 6 months. Once the full costs of the project are known they will be looking to source funding to implement their plans.
- Denmark Equestrian Club was successful in obtaining a CSRFF small grant to construct new holding yards.
- McLean Park - Long Jump pit installed on the eastern side of McLean Park for Little Athletics. The power box on tiered seating has rubber stripping fixed to the sharp edges softening any potential impact. New entrance constructed south of previous opening.

Events:

- The Shire of Denmark's Sports person of Year Awards closed with 16 nominations. 2012 Winners were:
 - Senior Sports person of the Year – Kea Mumford (Cycling)
 - Junior Sports person of the Year – Daniella Atkinson (Swimming)
 - Service to Sport Award – Andrew Finigan (AFL)

Other projects:

- The Youth Support Service funded by the Department of Child Protection organised in partnership with the Denmark High School, two adventure camps to Margaret River for 10 teenage boys and girls. The camps ran for one week each and included the Youth Centre Coordinator as a leader. The camps focused on developing an increase in self-esteem, leadership and life skills.
- The Denmark Country Club has finished their 3rd and final year of their 3 year project to provide reticulation to the fairways, upgrade the club house and install grass greens. Once again DSR have provided financial assistance through the CSRFF process.
- Kidsport - The idea of the program is to provide financial assistance to health care card holders for their children to be involved in community sport. The grant will assist with club fees, equipment and uniforms etc. Council was successful in receiving a grant for \$45,000 to operate the program. An information session was run for all clubs, organisations and referral agents to attend. Michelle Farrow the Customer Service

Officer at the Recreation Centre has assumed the administration of the program. There have been 186 children utilise the opportunity. A fantastic response and a benefit to the sporting community.

- Through the efforts of the Riverside Clubs community group Council has received a \$30,359 Recreational Boating Facilities Scheme Grant which with a \$15,041 Shire contribution will be used to fund the development of a plan for the future development of the Denmark River foreshore from a boating perspective. A working group has been formed and local architects Pixel Trix have been engaged as principal consultants, together with Denmark Greenskills, Denmark Survey & Mapping, Graham Townley, Jez Fleming and Callum Neil in their respective disciplines. The resultant plan will address environmental and cultural heritage issues and will be a blueprint for the future development of these areas.



Geoff Bowley, Jack Ricketts & Cr Ian Osborne on the deck of local classic boat the Tiki during the project team's cruise up and down the river to ground truth the scoping of the Denmark River Strategic Boating Plan.

Shire of Denmark Public Library

This has been yet another busy and rewarding year for the Denmark Public Library. As one of Council's most valued services, the Denmark Public Library enjoys a high level of community satisfaction and support.

The library provides access to a diverse range of collections, services and activities that support intellectual, educational and creative development across the community. Several events were held for National Year of Reading in 2012. Celebrations concluded in December with a final wrap up event which highlighted those events and acknowledged the support of schools, businesses and individuals in the community.

Programs and Services

The library hosted many regular programs for children and adults throughout 2012/2013.

Adult Programs

Programs for adults included a Library based book group, scrabble club for seniors and monthly writing workshops, which were hosted by ABC Open's Susannah Lyons.

All programs are patronised to their full capacity and are enjoyed by all who participate.

Children's Programs

Children's programs, *Better Beginnings*, *Better Beginnings Plus* and *A Smart Start* are regular programs which assist in nurturing a lifelong love of books and reading.

Current AEDI (Australian Early Development Index) results confirm that levels of language and cognitive skills have improved in Denmark, which is a very positive outcome.

A Smart Start, which is now in its 13th year of operation in the Great Southern upgraded all the information manuals making this program one to be very proud to be a part of.

Story-Time and Rhyme-Time continue to be one of the most popular activities for children in the Library.

Better Beginnings Morning Teas are held each term for families with new babies. The purpose of the morning tea is to introduce families to the Library and inform them of the services available for children in the community. These morning teas have been very well received.



Children's Book Week

Children's Book Week 2012, which is celebrated each August, is a time to celebrate children's books, authors and illustrators. It was a privilege to invite Broome based author, Brenton McKenna to Denmark. Brenton, who visited all the schools in Denmark, is Australia's first indigenous graphic novelist.

Author Events

Popular children's author Mark Greenwood presented lively workshops in November 2012, to Denmark Primary and High School students. Mark's visit which was sponsored by Writing WA was a National Year of Reading event.

"Meet the Author" events, with Isobelle Carmody and Karen Thompson Walker were enjoyed by over 160 people. These events were made possible by working in collaboration with Bookmark and Write in the Great Southern, and Perth International Arts Festival.

Annabel Smith visited in late February to a smaller audience and in June author Deborah Abela was invited to present a workshop for 12 students from the Denmark Primary School and Golden Hill Steiner School. This workshop was extremely worthwhile and the students who attended were most appreciative.

E Resources

While the Denmark Public Library will continue to provide access to all resources, public libraries are at a critical point in the evolution of information technology. The State Library of WA has sought to include EBooks in the catalogues and have purchased a state wide license to EBooks using Overdrive.

Denmark Library is participating with Overdrive and Library patrons can utilise this service using their library card. The number of EBooks downloaded has increased each month, and have doubled since September 2012 when State Library of WA bought the state wide license and made this resource available.

Regional Activity Plan

The Shire of Denmark agreed to participate in the Regional Library Network for the Great Southern for 2013/14.

Future plans for the region, in conjunction with Albany Public Library as the host/regional Library which includes support, coordination of regional meetings, training, annual visits and shared contributions to author visits and events.

Statistics

2012/2013 is the first year that the library statistics have decreased. This appears to be a trend with other libraries and may be due to the popularity of the EBook.

In regards to loans issued, the decrease related to Adult Fiction books and the junior issue has in fact increased.

	2010/2011	2011/2012	2012/2013
Loans	67732	67838	62101
Visits	50243	50787	48093
Membership	3544	3488	3367
Enquiries	6488	8239	7720
ILL's	5060	5008	5246

Library staff work hard to provide a space that is welcoming to the public, but are very aware of keeping up with the technological trend.

Free internet access is available for research purposes, an increase in the amount of public access computers, a more prominent public catalogue, access to EBooks, active Facebook page and up to date information on the website are some of the ways we hope to keep up in this changing technological environment.

Denmark Youth Services

National Youth Week was used as a platform by the Youth Centre to launch itself under the new name of Denmark Youth Services (DYS) and retain the Friday night drop in program as “Tha House” due to the community’s strong local association with the name. The new name reflects the expanded role and multi-agency usage of the Centre and allows those roles to differentiate the Friday night “drop in” Centre from the additional programs.

Ministerial Visits

There were two Ministerial visits during this period, beginning with the Hon Robyn McSweeney, the then Minister for Child Protection; Community Services; Seniors and Volunteering; Women’s Interests and Youth, who was extremely impressed by the programs being delivered and the Leadership camps that are facilitated.

The Hon Terry Redman, the then Minister for Corrective Services and Housing, also visited and presented a cheque for \$15,000 in Anti-Graffiti funding.

Minister Redman was extremely positive about the programs now being delivered and the work being done by the Youth Centre team.

New Youth Agencies at DYS

Youth Connections an Albany based youth agency which assist young people disengaged from education and training are trialling the use of the DYS facility for their Youth Worker to meet and work with Denmark based youth clients once a week.

In addition to this a youth worker from the Great Southern Community Drug Service Team (Palmerston) has begun fortnightly visits to the DYS program “Tha House” on Friday evenings.

Skate Program Grants

The Shire of Denmark, City of Albany and Shire of Plantagenet joined forces with Skateboarding Australia to create the Great Southern Skate Hub. This partnership has been successful in obtaining a \$9,000 grant from the Department of Sport and Recreation, on the basis of a matching \$3,000 contribution from each Shire. This grant was used to deliver a series of skate workshops and events throughout our region over a six month period. The Skate Boarding Australia “Great Southern Hub” program is run by Tim Hill who is a local young person and an accredited skateboard coach.



Mentoring Young People

Staff were able to give a Work Placement young person valuable experience of the varied skills needed when working in the youth and social services industry. Denmark Youth Centre was also able to provide time for a young person to complete their Community Service hours as administered by the Youth Justice Team.

Arts Program

During 2012/2013 the Graf Art program was a significant part of the Youth Centre's activities and Denmark was awarded the 2012 Tidy Towns Young Legends Awards for the work done on these projects.

During November and December the Denmark Youth Centre delivered a two day spray can art workshop funded by the Office of Crime Prevention's Anti-Graffiti fund. The workshop involved designing images, priming the surfaces and painting of the Denmark Country Women Association's outside toilet blocks.



The Youth Centre has also been trialing a new art program for young people identified as potentially in need of additional support on Monday afternoons, and the Albany Youth Support Association's Open Access Youth Art Studio began delivering a Wednesday program that was open to all youth. These programs have attracted both new and previous attendees to the Centre with the Wednesday class being the more successful.

Monday After School Art Class

Hazel Moon facilitated the Monday afternoons art class from 3pm to 6pm and has a consistent average attendance of 12 young people. These young people have been identified as in need of additional support, but the focus is on art and providing additional support in developing social skills through common art themes and projects.



Wednesday Open Access Youth Art Studio

The Albany Youth Support Association sponsors an Open Access Youth Art Studio on Wednesdays from 3.30pm to 6pm. This has become one of the most popular and well attended DYS based programs for 2013 with an average attendance of 18 for most sessions, with numbers swelling to 25 at times. It also created more parental involvement with many popping in to check their young peoples' work and tour the facility.

Brave New Works Exhibition

On Saturday 2 March 2013, art works from both classes was set up in a gallery format as part of the Denmark Arts Brave New Works festival. The exhibition featured over forty pieces of art by local young people, several pieces from visiting artists and displays of the art projects completed around the Denmark town site.



Artist Hazel Moon during the Brave New Works Exhibition

Saturday Art Workshops

The Saturday Art Workshops have provided a platform for more “Urban Art” in the form of spray painting local power poles along Ocean Beach Road and Brazier Street. These artworks have been positively received with some locals requesting that their home “poles” be painted.

Graffiti vandalism which had occurred below the Denmark Medical Centre sign opposite Supa IGA has now been repainted by 2 local young people, designing and painting their work over the vandalism. New artist Jessie Vincent has captured the interest of local young people with her amazing designs and art ability.

Albany Youth Support Association’s Open Access program has provided a Parkour/Acrobatic facilitator to run workshops on Saturday afternoons. These have been successful in attracting new young people to the Youth Centre.



National Youth Week and Youth Fest Event

The National Youth Week celebrations had the DYS facility open nine out of the ten days between Friday 5 April and Sunday 14 April.

Denmark youth musicians perform during the Youth Fest

School Holiday Program

During the April/May school holiday period 2013 DYS launched its most comprehensive school holiday program to date, with the facility being open 11 days of the 16. Several new programs were trialed, including a new “Street ball” program based at the Denmark Recreation Centre, which attracted 10 young people. Two days of activities facilitated by “Youth with a Mission”, involving cooking, games, hairstyling and a photography exercise, attracted approximately 10 young people per day. A new program of writing “hip hop” rhymes was trialed with 4 participants.

The October School Holiday Program included a Graffiti Workshop which culminated in the growing number of murals on the Denmark Skate Park designed by a local 12 year old who has been recently developing his artistic skills at the ongoing Wednesday art workshops. Digital DJ, “Wand” making and cooking workshops were also on offer over the holiday period.

DYS Street ball

This program was trialed during the recent school holiday period with Paul Rogers the DYS facilitator, Paul Rogers has previously captained the Perth Wildcats and played in the Australian Olympic Basketball team. This program encourages self-responsibility, fair play and inclusiveness through a self-regulated style of umpiring through a format of not keeping score and balancing the teams for an even game.



Paul Rogers grabbing a rebound

New clients and parents visiting

DYS staff have been extremely encouraged to see many new youth attendees during the March and April months, with many parents visiting the facility and returning regularly to pick up their young people and view their art, or contacting the DYS in regards to their young people being in attendance. Many of these are the next generation of attendees only recently turning 12 and several are new to the area. Parent communication is at the highest level the current staff can recall, and is a promising indication for the future of the DYS programs.

“Adventure Out – Challenge Within” Leadership Camp

Another successful challenge camp was run in collaboration with the Denmark High School, the Department of Child Protection and Reconnect Youth Worker Leigh Harris. This camp was run in the Margaret River region with activities such as caving, abseiling, orienteering and rafting.

It is an excellent example of how Denmark Youth Centre is now providing a range of services benefiting young people, other agencies, and the community that are not traditionally offered by a Youth Centre and is more indicative of a more complete youth service.

Outward Bound Camp

Three young Denmark people participated in the April Outward Bound Navigator program. The Denmark Lions Club raised the funding to cover \$1,600 of the \$1,875 course fees for each young person to attend a 12 day leadership program held in Walpole.

Planning Services

Planning & Subdivision Applications

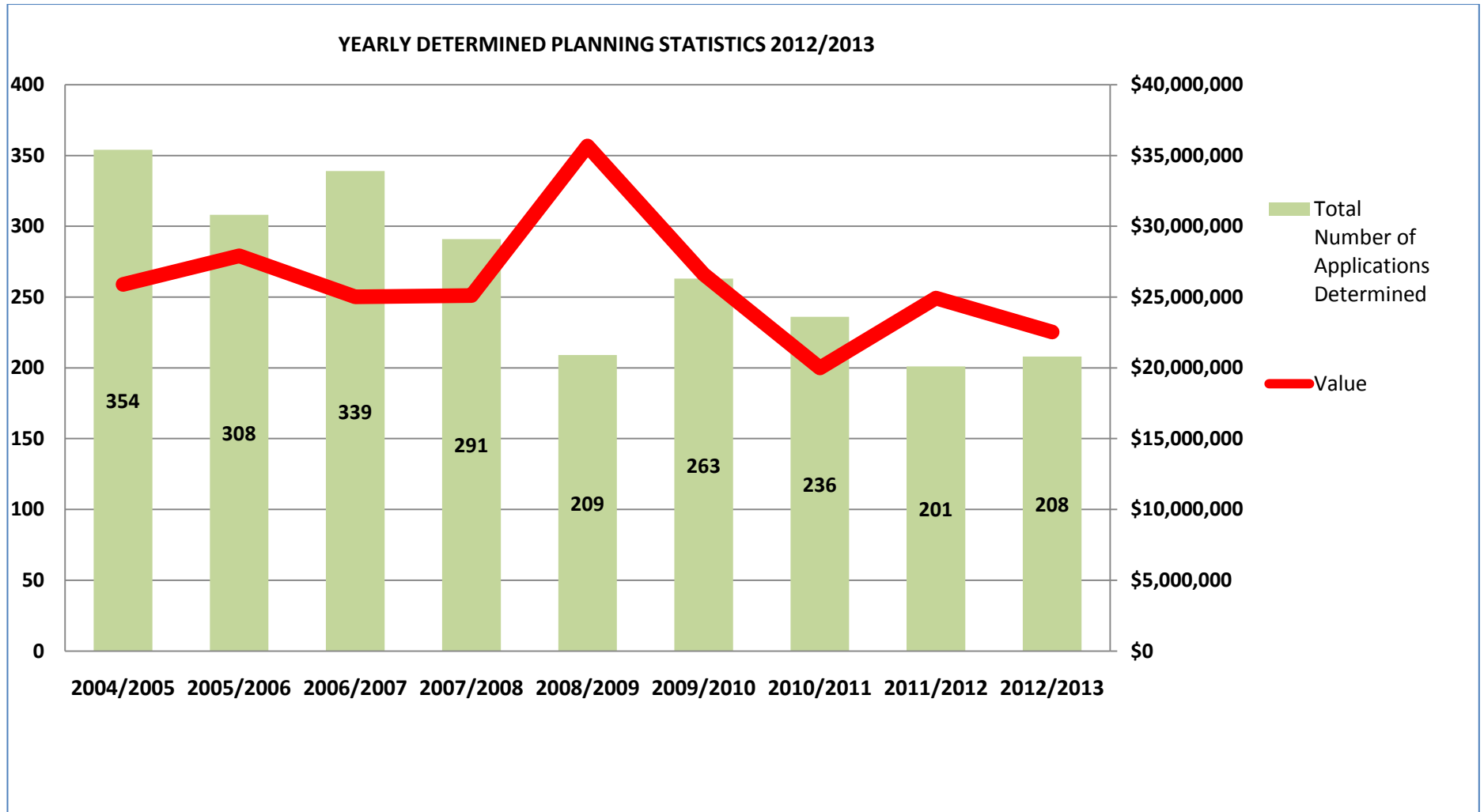
During 2012/2013, Planning Services determined a total of 208 planning applications, with a total value of \$22,502,948. Of the 208 planning applications, 198 (representing approximately 95%) were determined under delegated authority to Planning Services.

Type of Application	Number of Applications Determined	Cost of Development
Single House	60	\$15,171,601
Single House Additions/Alterations	46	\$3,110,987
Grouped Dwellings	1	\$1,073,000
Second House	0	\$316,400
Modification to Building Envelope	1	-
Holiday Home (Standard)	5	-
Holiday Home (Large)	3	-
Holiday Accommodation	6	\$20,000
Outbuilding	53	\$1,195,370
Change of Use	4	\$240,000
Home Occupation	3	-
Signage	4	\$1,500
Aquaculture	2	\$47,500
Use Not Listed	1	-
Commercial & Industrial	15	\$1,609,500
Rainwater Tank	3	\$29,990
Dam	1	\$4,500
Total	208	\$22,502,948

In addition to the above planning applications, one (1) planning application was considered by the Great Southern Joint Development Assessment Panel in 2012/2013, being:

- Planning Refusal of Proposed Park Home Development at No. 421 (Lot 84) Mount Shadforth Road, Denmark (development value of \$18 million).

In relation to subdivision proposals, Planning Services provided recommendations on 18 subdivision applications (freehold and strata subdivisions) to the Western Australian Planning Commission (being the determination body for subdivisions) and under delegated authority from the Western Australian Planning Commission approved 3 built strata applications. Of the 21 subdivision applications, a total of 129 new lots were proposed – 102 residential/special residential lots, 2 special rural lots, 15 tourist lots, 5 rural lots (includes conservation lots) and 5 commercial lots.



Local Planning Scheme No. 4

At the Ordinary Meeting of Council held on 26 March 2013, Council resolved to prepare Local Planning Scheme No. 4 (LPS 4) for the entire municipal area of the Shire of Denmark. Planning Services staff are working on the draft LPS 4 with the aim of substantially progressing it in the 2013/14 financial year.

Town Planning Scheme Amendments

During 2012/2013, the number of Scheme Amendments (including Scheme Amendment requests) progressed were:

- 1 x Scheme Amendment request was lodged with Planning Services for initial consideration by Council as to whether Council supported proceeding to the formal Scheme Amendment request stage, and
- 1 x Scheme Amendment was initiated by Council for advertising purposes.

Town Planning Scheme Policies

Town Planning Scheme Policies are guidelines used to assist the Shire of Denmark in making decisions under Town Planning Scheme No. 3 and may address land use as well as development requirements. During 2012/2013, a review of a range of Town Planning Scheme policies was undertaken and this resulted in the following:

- Adoption of Policy No. 19.4: Holiday Homes,
- Adoption of Policy No. 13.4: Outbuildings,
- Adoption of Policy No. 44: As-of-Right Development, and
- Rescission of Policy No. 2.5: Residential Areas.

Sustainability Services

Biodiversity Management

Sustainability Services staff implement continual ongoing management actions to conserve biodiversity values within Shire bushland, coastal, foreshore and road reserves. Biodiversity activities/projects undertaken in 2012/2013 include:

- Weed eradication and control activities with the Denmark Weed Action Group,
- Biodiversity surveys (flora and birds) on Mt Hallowell and Wilson Inlet Foreshore Reserves with grant funding of \$19,560 provided from State NRM Community Grant Program,
- Facilitation of weed-spraying activities on road verges,
- Finalisation of Memorandum of Understanding with Denmark Weed Action Group in relation to assistance with weed management activities on Shire reserves,
- Revegetation and fencing of waterways on private properties within the Wilson Inlet catchment with the Wilson Inlet Catchment Committee (WICC),
- Installation of seating at Lights Beach viewing platform, and
- Vehicle access management works at Boat Harbour with grant funding provided via South Coast Management Group from the Coastwest funding programme.

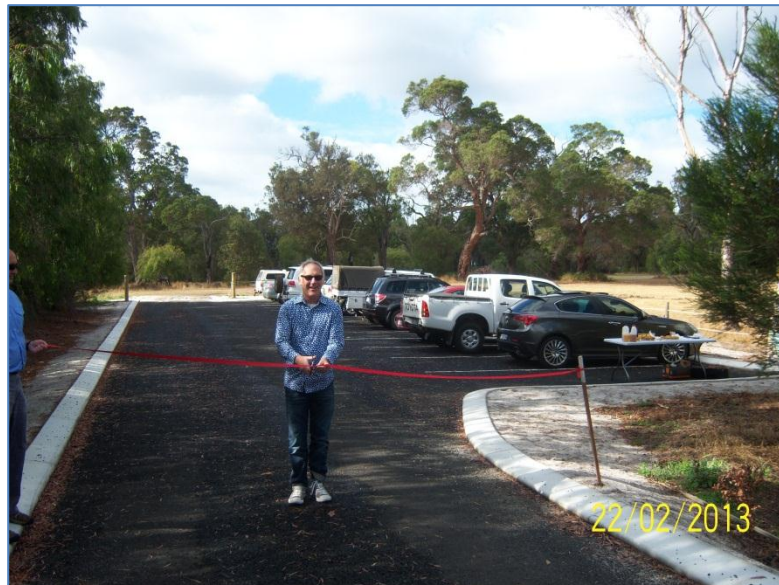


New Seating at Lights Beach viewing platform

Climate Change

During 2012/2013, Sustainability Services staff worked on the following projects/activities:

- Launch, promotion and marketing of commuter car park near the Denmark Townsite Eastern Approach Tourist Pull-In Bay, and
- Energy and greenhouse gas emissions reporting platform – tracks and reports on greenhouse gas emissions, energy consumption and energy production.



Cr John Sampson opening the new commuter car park

Environmental Education and Community Events/Projects

Environmental education and community events/projects that the Shire supported in 2012/2013 were as follows:

- Sustainable Living Expo,
- Small Property & Harvest Festival,
- Development of the Wilson Inlet Management Strategy,
- Munda Bididi Trail,
- Planning for Salty Summer Community Education Program, and
- Community Flora Survey Field Day.

Engineering Services

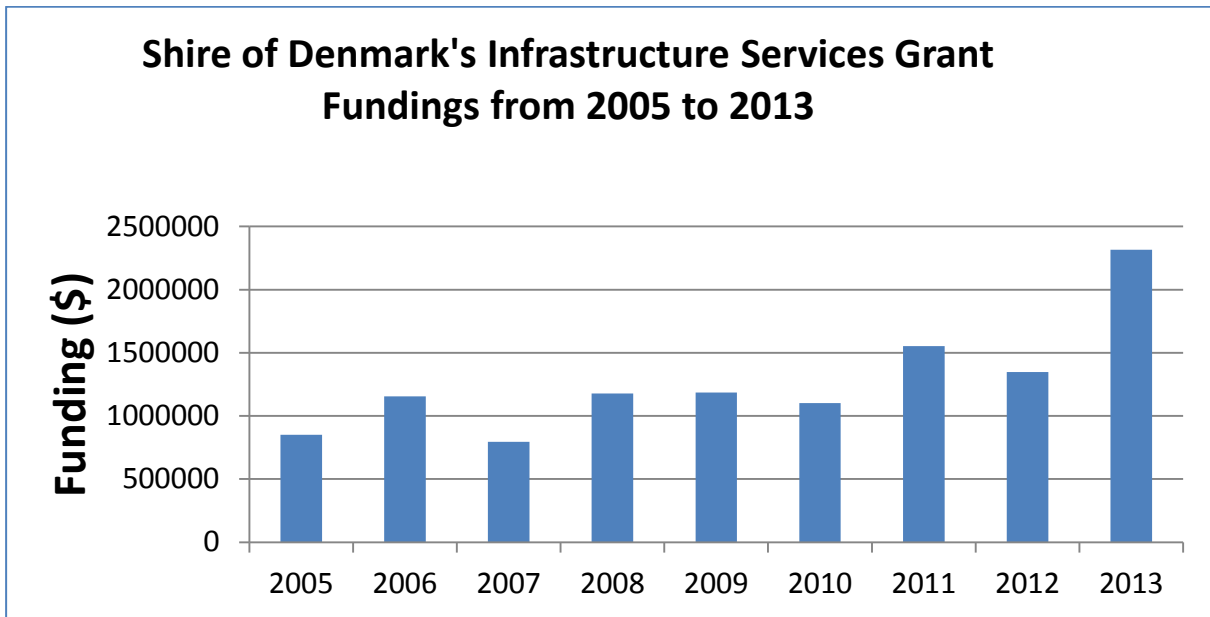
The Shire Works Crew, which comprises road works, parks and gardens and refuse workers were again busy in ensuring vital services and infrastructure continued to meet the expectations of local residents and visitors alike. The following major projects were completed in 2012/2013;

- MRWA Project- Scotsdale Rd	\$1,170,402
- MRWA Project- William Bay Reseal	\$31,190
- CRF- Fernley Rd Gravel Re Sheeting	\$54,741
- CRF- Board Rd Gravel Re Sheeting	\$121,421
- CRF- Kordabup Rd Gravel Re Sheeting	\$102,513
- CRF- Sunny Glen Rd Gravel Re Sheeting	\$33,628
- Roads to Recovery- Harewood Rd Re Seal	\$95,241
- Roads to Recovery- Re sheeting Program	\$89,024
- Bridge Construction- Valley of the Giants	\$51,000
- Bridge Construction- Heritage Trail Rail Bridge	\$118,543
- Bridge Construction- Scotsdale Rd Bridge #4260	\$240,000
- Blackspot Project- Mt Shadforth Rd	\$107,114
- Blackspot Project- South Coast Hwy	\$57,350
- Commuter Car Park- Denmark Country Club	\$6,018
- Hamilton & Howe Rd's Sealing	\$12,162
- Randall Park- Car Parking & Footpath	\$68,898
- Regional Bicycle Network- Horsley Rd	\$109,386
- Royalites for Regions- CBD Redevelopment	\$262,634
- Royalites for Regions- Peaceful Bay Footpath	\$80,003

Council's Infrastructure Services continues to source competitive external funding from State and Federal Governments to undertake key infrastructure projects throughout the Shire.

The major contributors are:

- Main Roads WA with road project and Blackspot funding to improve road safety and help preserve significant local roads of regional importance. Examples of the use of this funding are improvements to Scotsdale Road, the Highway through town, resealing of Valley of the Giants Road and various bridge repairs.
- Country Pathways with footpath network improvements intended to link larger communities with key destinations like town centres, schools, recreational areas using safe alternatives to motor vehicles. Path improvements have included Ocean Beach Road, Inlet Drive and Horsley Road.
- Recreational Boating and Fishing with projects like Denmark Rivermouth jetty area and Nornalup jetty carpark.
- Commodity Route funding designed to assist with improvements to minor roads transporting commodities like timber, grain and minerals to get to major roads, and
- Lotterywest providing funding for miscellaneous projects that cannot be financed elsewhere like the recent maintenance to the Heritage Trail Rail Bridge.



Shire of Denmark Developer Contributions is a funding mechanism designed to assist with the inevitable future upgrades to existing infrastructure as the Shire population increases.

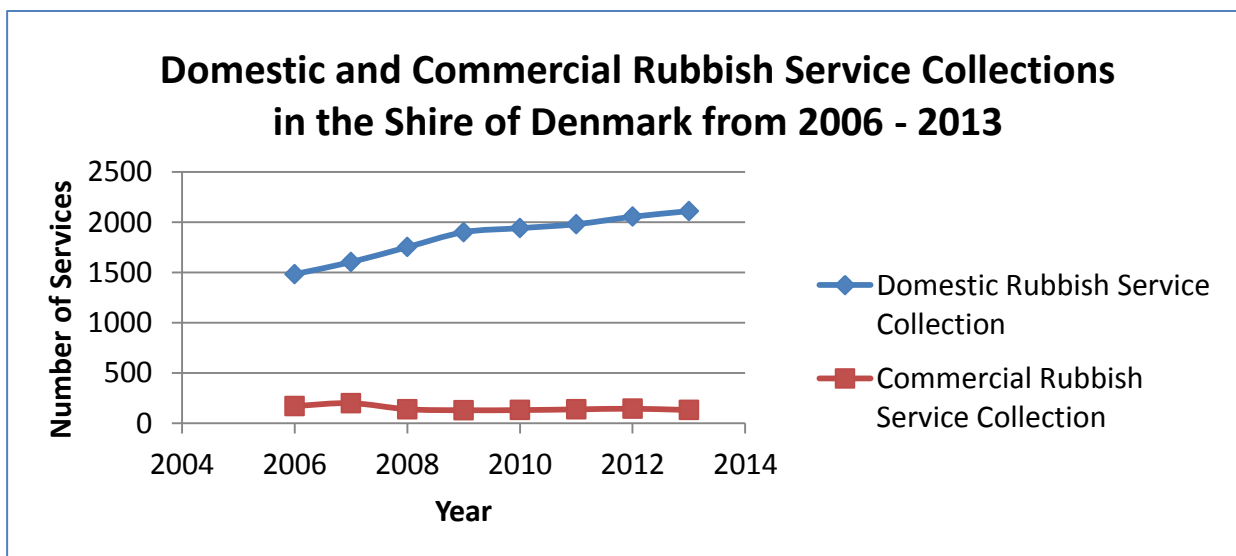
The initiative commenced in 2010 and is linked to future population densities as shown in the town planning scheme. Developers are required to partially contribute to existing infrastructure within the town centre and along the major roads feeding into the town centre.

As the town develops this fund will grow. The contributions are only paid once actual development occurs. The money will be used for upgrades to roads, footpaths, intersections, drainage and street lighting.

Domestic and Commercial Rubbish Services

Population growth continues to put upward pressure on current resources for dealing with waste. A review of the collection services will be undertaken in 2014 to try to reduce some of the current pressure points that exist.

Commercial collections have slowly declined since 2007 as regional contractors supply diversified services to businesses like bulk skip bins.



Fire Prevention and Emergency Management

Prevention

Prescribed Burn Program

During the year a large area on the West boundary of the Denmark Cemetery was hazard reduced by burns conducted by the volunteer Bush Fire Brigades supported by the Community Emergency Services Manager (CESM). An area to the north and west of Blue Wren Lane was also subject to hazard reduction burns.

The hazard reduction working group established by the Bush Fire Advisory Committee continues to review Shire land in order to manage fuel loads and schedule burns.

Local Government managed Bush Fire Brigades have also contracted to undertake a number of private property hazard reduction burns that have reduced the fuel load across these properties and have provided a useful “hot” training opportunity for volunteer firefighters.

Community Information

Leading up to the 2012/2013 fire season a public display and information stall was conducted in Strickland Street by the CESM supported by Bush Fire Brigade volunteers. A similar stall was also held in Berridge Park during the Australia Day breakfast celebrations.

The Department of Parks and Wildlife conducted an information session in Denmark to provide information to the public on their prescribed burn program on DPaW managed land across the Shire of Denmark.

Legislative Review

The Department of Fire and Emergency Services (DFES) have been undertaking a review of the three Acts which govern the operation of emergency services in Western Australia, the Fire Brigades Act 1942, Bush Fires Act 1954 and the Fire and Emergency Services Act 1998. DFES has encouraged comment from individuals and entities. Subsequently the Shire Council provided feedback to the review that they believed that local interests would be best served by the Shire of Denmark retaining management of local Bush Fire Brigades, however conceded that for some local government areas their interests would be better served by DFES taking management control of their brigades.

AWARE Project

The Shire of Denmark received funding through the “All West Australians Reducing Emergencies” project that is administered by the State Emergency Management Committee.

These funds have been utilised to conduct field work to document details relevant to the risk assessment of Shire managed reserves which will be entered into a data base. This information will assist with the development of hazard reduction plans for each reserve.

Preparedness

Training

During 2012/2013 training calendars were developed by the CESM in conjunction with DFES District Manager Russell Gould with the following training courses conducted:

- Introduction to Fire Fighting (twice),
- Bush Fire Fighting (twice),
- Sector Commander,
- Fire Bomber Reloading,
- AIIMS Awareness,
- Structural Fire Fighting,
- Pump Operations,
- Fire Control Officer, and
- Senior First Aid.

The CESM continued to work in cooperation with the Shire of Plantagenet, City of Albany and Denmark Volunteer Fire and Rescue Service (DVFRS) training calendars. This has allowed volunteers from Bush Fire Brigades, State Emergency Service and Fire and Rescue Service

more options to attend available courses and assists in ensuring that courses are not postponed due to lack of numbers.

There were three zone training sessions in the lead up to the fire season to assist brigades with hands on skill based training. These sessions are designed to bring brigades together to allow volunteers to train collectively and work on their skills for the fire season. An emphasis was placed on radio communication training and navigation in these sessions.

Following on from the introduction of a Denmark Standard Operating Procedure that detailed minimum training standards the CESM has worked with Bush Fire Brigades to upgrade the skills of existing members by drawing on their prior knowledge without having to undertake the formal courses primarily designed for new members.

Basic bushfire safety and survival training was also provided to senior students at the WA College Agricultural Denmark.

A training session was conducted with relevant Shire employees to refresh their skills in preparing the Emergency Control Room at the Shire offices to ensure that it can swiftly be set up to assist with the management of larger emergency incidents.

Emergency Services Cadets

The emergency service cadet program continues to grow with in excess of twenty five cadets regularly attending training. The cadets continue to be supported by volunteers from various emergency services in Denmark.

Emergency Management Equipment and Support

During the year the fire appliances at Mehniup and Parryville reached the end of their service life and were replaced with new vehicles.

The Shire of Denmark continues to financially support the fire and emergency service activities across the Shire and this expenditure is supplemented by a contribution from the Local Government Grant Scheme (formerly ESL) which is administered by DFES.

Funds were spent to ensure that Bush Fire Brigades were adequately resourced and that existing vehicles, buildings and equipment were maintained.

The Shire continues to maintain two committees that provide support to the efforts of volunteers to maintain readiness to deal with emergencies. The Local Emergency Management Committee (LEMC) is made up of members of relevant government agencies and volunteer organisations and maintains the Local Emergency Management Arrangements that guide agencies in dealing with emergency incidents. LEMC also ensures that local agencies from time to time conduct exercises to test the Arrangements. During the year a LEMC exercise was conducted to test evacuation arrangements in Weedon Hill supported by Bush Fire Brigades, Fire and Rescue Service, State Emergency Services, St John Ambulance and Police from Denmark and Walpole.

The second is the Bush Fire Advisory Committee (BFAC) that comprises Fire Control Officers from across the Shire, DFES, DPaW and a Councillor Representative. BFAC provides advice and recommendations to the Shire Council on matters relating to the ability of the Shire to deal with the threat of Bushfire.

Response

The Shire of Denmark Volunteer Bush Fire Brigades attended to a total of twenty five incidents over the last financial year. Whilst Denmark experienced some severe fire weather conditions there were few sources of ignition and the number of incidents was considerably down on the previous year. All fires were contained as level one incidents thanks to prompt responses by the volunteer brigades and the incident management team and were controlled by either the local brigades or the CESM. The brigades also provided appliances and firefighters to assist with combatting large fires in the Bremer Bay area.

The SES was also kept busy during the year responding to localised flash flooding and storm damage and also provided assistance responding to incidents outside the Shire.



Emergency Services in Action

Recovery

The recovery plans were not invoked during the last financial year.

Recognition

The “Feast Not Fire” Dinner for the Denmark Volunteer Bush Fire Brigades held at Southern End Restaurant in May was again a great success and proudly supported by the Shire of Denmark.

Recognition was also provided to local volunteers through the Thank a Volunteer Day in November and the blessing of the emergency fleet at Walpole.

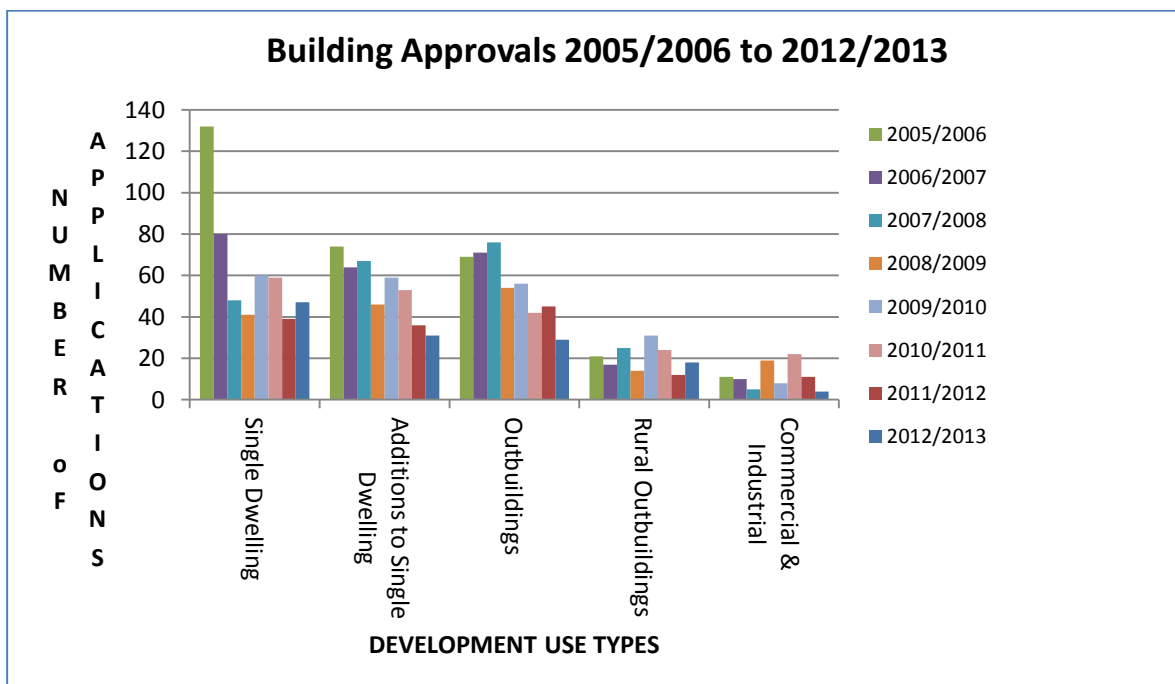
Building Services

With the introduction of the new Building Act (2011) and Regulations (2012) the process of approving new buildings now involves certification of the building design followed by issue of a building permit. Documentation of this process has required the introduction of a new series of application, certification and completion forms. The Building Commission was slow in releasing the relevant forms and procedural instructions and some which were not in place when the Act came into force leading to a situation where the application of Building Act is still evolving at a Local Government level.

In terms of building activity it can be seen that the 2012/2013 statistics reflect a similar trend in the number of development approvals in comparison to preceding years and a 5.6% increase in total value of approved work. In fact the first half of the year continued the gradual decline of building activity however the months January to July showed a turn around and increase in building activity.

Building Statistics Summary 2012/2013				
Description	No. of Permits Issued		Total Value of Approved Work	
	2011/2012	2012/2013	2011/2012	2012/2013
Single Houses	39	47	\$ 11,121,630	\$12,663,064
Additions to Single Houses	36	31	\$ 1,102,394	\$841,387
Outbuildings (Not Rural)	45	29	\$ 730,732	\$639,100
Rural Outbuildings	12	18	\$ 241,410	\$422,273
Commercial & Industrial	11	4	\$ 1,117,734	\$602,000
TOTAL	143	129	\$ 14,313,900	\$15,167,824

2012/2013 developments represent a total investment value of \$15,167,824 an increase of \$853,924 from the 2011/2012 financial year.



Law and Order

Ranger's activity for the 2012/2013 year was as follows, with a comparison of previous years for information purposes:

Table 1 - Summary of Rangers Activity

	2012/2013	2011/2012	2010/2011	2009/2010	2008/2009
Dog Control					
Impounded	58	39	44	45	53
Cautions	43	62	63	20	73
Verbal Warnings	Not recorded	209	282	196	239
Infringements	12	9	4	11	9
Bushfire					
Cautions/Education	456	85	179	0	0
Warnings	199	0	0	31	38
Fire reports	11	7	10	6	Not recorded
Infringements	27	12	14	1	0
Litter Control					
Verbal Warnings	Not Recorded	10	3	0	0
Infringements	1	0	0	0	13
Camping					
Cautions	16	41	44	48	22
Infringements	5	4	0	1	4
Miscellaneous					
Off Road Vehicle warnings	5	2	0	6	44
Off-road Vehicle Infringement	0	1	0	0	0
Kangaroo removal	55	58	55	49	Not recorded
Roaming livestock	98	109	131	99	Not recorded
Livestock Infringement	5	1	0	0	0
Snake removal	13	20	35	37	Not recorded
Car parking					
Cautions	174	59	74	100	140
Verbal warnings	Not recorded	216	343	302	248
Infringements	62	13	4	5	7

The Shire of Denmark Ranger Services has taken on a new look this year with their first female Senior Ranger Charmaine Shelley, after the resignation of Dick Dimmock. The Council recognise his dedication and commitment as Senior Ranger and wish to express thanks to Dick for the excellent 12 years that he devoted to the Shire. David Lonie has recently joined the Rangers team full time after working casual for the past two years, Dave has a lifetime of farming and local knowledge and was the FCO of East Denmark Bush Fire Brigade for 25 years, this all being beneficial to the role of a Ranger.

One of the major roles and the most important for the Ranger Services is Fire Regulation Notice compliance to properties throughout the Shire of Denmark. Rangers are taking a more active role liaising with property owners and contractors to ensure that the work necessary to be carried out will meet requirements of the Fire Regulation Notice. This can be seen with the monthly reports on the increased number of fire regulation education increasing.

Community events attended to by the Rangers this year included the Denmark Arts Markets, Australia Day Breakfast, Anzac Day Parade, Chamber of Commerce Christmas Parade, and New Years Eve at Peaceful Bay. These events all bring an influx of visitors to our town, requiring out of hours attendance and increased work load, requiring casual Rangers to be bought in from time to time to assist.

Ranger Services covers many varying activities throughout the year from public education and awareness, collecting evidence and statements, stock out, unregistered dogs, the new Cat Act 2011 making it law to have cats registered and micro-chipped, and increasing number of visitors, with parking compliance being necessary for the CBD to ensure sufficient parking is available.



Assistant Ranger Bob Barber at the Wilson Inlet bar opening

Public Health

During the 2012/13 year the following activities were undertaken by the Principal Environmental Health Officer and by the Director of Community and Regulatory Services:

- 1) A Noise Management Plan for gas guns was advertised for public comment and presented to Council.
- 2) One suspected food-borne disease incident (norovirus) was reported. Inspections were carried out and education was given to the food premises. Patients were interviewed and all related forms were sent to the Health Department. The outcome was that the norovirus was not linked to a specific food premises in Denmark.
- 3) The “I’m Alert” food programme has been a useful tool that most food handlers have completed.
- 4) Ongoing monitoring of smoke pollution in Denmark and advising community members in how to reduce smoke pollution.
- 5) Water sampling regarding the water quality in the Wilson Inlet implemented by the Principal Environmental Health officer is still ongoing. This program was focused on recreational contact points that are near Denmark’s CBD and the Rivermouth sewerage outfall. Ongoing water samples at Peaceful Bay, Nornalup and the McIntosh Tip also have been conducted.
- 6) The preparation of appeals regarding licence conditions and lobbying regarding improvements to the Water Corporation’s Denmark sewerage treatment plant and getting this effluent diverted away from an inlet discharge to a land based irrigation model.
- 7) Providing technical support to elected members that are participating in the DERAG community consultation panel that is assisting the Department or Environmental

Regulation and the Water Corporation with establishing licencing conditions for the new plant.

8) One Child Care facility is currently busy with their Food Safety Plan & Audit.

The following activities were also undertaken:

Onsite Effluent Disposal

46 septic tank approvals were issued.

Complaint Responses

49 formal complaints were responded to.

Sampling Program

266 water samples were taken comprising, 18 chemical and 247 bacteriological samples and 1 Campylobacter sample.

Caravan Parks

7 Caravan and camping ground inspections were undertaken during 2012/2013.

Food Premises

210 Food premises assessments were carried out.
11 Food businesses registration certificates were issued.
51 Stall holder's licences have been issued.

Home Holiday Accommodation

10 new Home Holiday accommodation and 2 B & B premises were inspected and 16 existing Home Holiday accommodations were inspected.

Meat Inspections

12 meat inspections were carried out.



Principal Environmental Health Officer Robert Ohle taking water samples

STATUTORY REPORTING MATTERS

(As prescribed by legislation)

Overview of Plan for the Future

(Local Government Act 1995 Section 5.51 (2) (e))

Section 5.56 of the Local Government Act 1995 requires a Local Government to plan for the future of the district.

This requirement, which replaced the previous Principal Activities Plan, has now been further defined by the Act to require all local authorities to adopt a Ten Year Strategic Community Plan and Corporate Business Plan by 30 June 2014. Progress towards achieving these statutory objectives is currently being progressed by staff.

Council undertook significant consultation with our local community and property owners through the year with respect to the formation of a Strategic Community Plan where members of the community invested time and energy into contributing to the various workshops, meetings, calls for submissions etc. that formed part of this process.

The Shire of Denmark Strategic Community Plan was adopted by Council in October 2013.

Local Laws

During the reporting year Council did not adopt nor review any new local laws.

Public Interest Disclosure Act 2003

In accordance with this legislation, procedures have been implemented to facilitate reporting and action on public interest disclosures.

During the 2012/2013 reporting period no public interest disclosures were lodged.

Responsible Officer: Mr Kim Dolzadelli; Director of Finance and Administration

Disability Access and Inclusion Plan 2013 to 2018

Council adopted a new Shire of Denmark Disability Access and Inclusion Plan (DAIP) in July 2013 which was subsequently lodged with the Disability Services Commission, pursuant to the Disability Services Act 1993. The next major review of the DAIP is scheduled for June 2018 and the Council's Disability Services Advisory Committee has the ongoing task of working towards achieving the seven (7) major outcomes of the plan.

The DAIP builds on the capacity for people with disabilities to access services, facilities and information in a way that promotes independence, opportunities and inclusion in the community and promotes participation in decision making processes.

The 2013 DAIP identifies 18 strategies to achieve the (7) outcomes. The Disability Services Advisory Committee have commenced working through an Implementation Plan to undertake the actions required to attain the goals which are detailed in the DAIP.

Council has achieved a number of outcomes which were consistent with the previous 2007 Disability Access & Inclusion Plan. These include:

- The Strickland Street CBD upgrade resulted in significant improvements for disabled access around the CBD shopping area, including accessible car parking facilities. The Disability Services Advisory Committee was able to view and make comment on the proposed parking plan for the area.
- The Disability Services Advisory Committee is represented on the Council's Paths &

Trails Advisory Committee and the CBD Redevelopment Working Group with dual members.

- Council adopted a Policy in recognition of the needs of the elderly and / or infirmed, to provide a service to those residents utilising Council's wheelie bin rubbish service but are, due to their age or condition, unable to wheel their bin from the front of their property to the kerb line and return.
- In May 2012, Council adopted a Policy about the International Day of People with Disability.
- Council facilitated a Mobility Expo in December 2012 in recognition of the International Day of People with Disability. RAC conducted the training and the event was well attended.
- Monthly Disability Services Advisory Committee meetings were held over the 2012/2013 financial year. The Committee had the opportunity to look at, and comment on, the Department of Parks & Wildlife's William Bay Master Plan, the Council's proposed Civic Centre Redevelopment Concept Plan and the Council's proposed Plane Tree Precinct Concept Plan.
- An ablution block was constructed in the newly established Kwoorabup Community Park and these toilets were made universally accessible.

Accessibility information has been made available on Council's website.

Recordkeeping Plans

During 2004 Council adopted a recordkeeping plan in accordance with the State Records Act 2000. This Plan was comprehensively reviewed during 2009/10 as a result of the introduction of the Electronic Records Management System (ERMS) and again has undergone a further review and amendment in 2012/2013 to reflect recent changes in legislation as well as the initiation of the Shire of Denmark Facebook page and the requirement to amalgamate that information into the records practices of the Shire.

This latest version has been reviewed and rationalised with the assistance and advice of the State Records Office and will be tabled at the March 2014 meeting of the State Records Office committee and subsequently presented to Council.

Arising from this Plan, Council has adopted a series of policies and procedures that will ensure that records are captured, stored and retained in accordance with the State Records Act 2000.

Staff continue to undergo training in the ERMS and record keeping practices generally, to ensure that all appropriate records are captured and retained and that a system is in place to allow the records to be retrieved. The induction manual for all staff also includes directions on recordkeeping requirements, roles and responsibilities.

Freedom of Information Requests

During the 2012/2013 year, Council received one request for information under Freedom of Information Act.

Council prides itself on being both accountable and accessible to electors and unless containing certain matters such as personal information etc. is generally able to satisfy all requests for information on any Council related matter outside of the requirements of this Act.

Responsible Officer: Mr Kim Dolzadelli; Director of Finance and Administration

Complaints Lodged Under Provisions of Local Government Act 1995

The Local Government Act was amended during 2007/2008, providing for a new complaints system for breaches of the Act by Councillors and Staff. No complaints were received during 2012/2013.

Responsible Officer: Mr Kim Dolzadelli; Director of Finance and Administration

Employee's Remuneration

In accordance with Section 5.53(2) (g) of the Local Government Act 1995 and Section 19B of the Local Government (Administration) Regulations 1996, the following information is provided with respect to employees annual salary entitlement:

Set out below, in bands of \$10,000, is the number of employees of the Shire entitled to an annual salary of \$100,000 or more.

Salary Range \$	Number of Employees
100,000 - 109,999	1
110,000 - 119,999	0
120,000 - 129,999	0
130,000 - 139,999	0
140,000 - 149,999	0
150,000 - 159,999	1

Independent Auditor Report



15 November 2013

Councillors
Shire of Denmark
PO Box 183
DENMARK WA 6333

Dear Councillors,

Audit for the year ended 30 June 2013

We are pleased to report that our audit of the Shire of Denmark's financial statements and records for the year ended 30 June 2013 is now complete.

Accordingly we enclose a signed copy of the financial statements and audit certificate for your attention.

We confirm that we will arrange for one copy to be forwarded directly to the Department of Local Government, and the Shire President on your behalf.

Prior to reporting findings for Council and Management of the nature of audit tests conducted. The work undertaken by us to form an opinion is permeated by judgment, in particular regarding the nature, timing and extent of the audit procedures for gathering of audit evidence and the drawing of conclusions based on the audit evidence gathered.

In addition, there are inherent limitations in any audit. These include the use of testing, collusion and the fact that most audit evidence is persuasive rather than conclusive. As a result, our audit provides reasonable – not absolute – assurance that the financial systems of the Shire of Denmark are functioning reliably.

In general we found the financial statements presented for audit were well prepared and supporting audit papers were complete and readily available.

We undertook a complete assessment of the Shire's financial systems and assessed areas of risk.

We are pleased to report that this review confirmed the strong internal controls within the financial and reporting systems of the Shire of Denmark.

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-2-

Comment on Financial Position

The following table compares your financial ratios (note 19) to standards prescribed by the Local Government Regulations:

Ratio	Description	Result	Prescribed Standard
Current Ratio	Indicates the Shire's ability to meet short term debt obligations.	1.248	The standard is met if the ratio is greater than 1.
Asset Sustainability Ratio	Indicates that the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.	1.438	The standard is met if the ratio is 0.9 or higher.
Debt Service Cover Ratio	Indicates the Shire's ability to repay its debt including lease payments.	5.022	A basic standard is met if the ratio is greater than or equal to 2. An advanced standard is met if the ratio is greater than 5.
Operating Surplus Ratio	Indicates the Shire's ability to cover its operational costs and have revenues available for capital funding or other purposes.	(0.091)	A basic standard is met between 0.01 and 0.15. An advanced standard is met if the ratio is greater than 0.15.
Own Source Revenue Coverage Ratio	Indicates the Shire's ability to cover its costs through its own revenue efforts.	0.697	A basic standard is met if the ratio is between 0.4 and 0.6. Intermediate standard is between 0.6 and 0.9. An advanced standard is met if the ratio is greater than 0.9.
Asset Consumption Ratio	Measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost	0.599	The standard is met if the ratio is 0.5 or greater. The standard is improving if the ratio is between 0.6 and 0.75.
Asset Renewal Funding Ratio	Measures the ability of the Shire to fund its projected asset renewal/replacements in the future.	N/A	The standard is met if the ratio is between 0.75 and 0.95. The standard is improving if the ratio is between 0.95 and 1.05.

-3-

Other Matters

During our audit we noted no other matters which we wish to bring to Council's attention.

In conclusion we take this opportunity to thank Steve and your administration staff for their pleasant and co-operative assistance throughout the audit.

Should there be any matters that you would like to discuss further please do not hesitate to contact us.

Kind Regards



.....
Russell Harrison
Partner

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**INDEPENDENT AUDITOR'S REPORT
TO THE RATEPAYERS OF THE SHIRE OF DENMARK**



Report on the Financial Report

We have audited the accompanying financial report of the Shire of Denmark, which comprises the balance sheet as at 30 June 2013, statement of comprehensive income by nature or type, statement of comprehensive income by program, statement of changes in equity, statement of cash flows and the rate setting statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the statement by Chief Executive Officer.

Management's Responsibility for the Financial Report

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud and error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have followed applicable independence requirements of Australian professional ethical pronouncements.

70-74 Frederick Street - PO Box 494, ALBANY WA 6331
e info@lincolns.com.au w lincolns.com.au
t (08) 9841 1200 f (08) 9842 1034

**INDEPENDENT AUDITOR'S REPORT
TO THE RATEPAYERS OF THE SHIRE OF DENMARK**

Emphasis of Matter

Local Government Act 1995 section 6.4 and Local Government (Financial Management) Regulations 1996 (as amended), regulation 50 (1)(c) requires that the annual financial report include an asset renewal funding ratio. Council is unable to calculate the asset renewal funding ratio as supporting data was not available at the time of preparing the annual financial report.

Auditor's Opinion

In our opinion, except for the above emphasis of matter, the financial report of the Shire of Denmark is in accordance with the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended), including:

- (a) giving a true and fair view of the Shire's financial position as at 30 June 2013 and of its performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

Other Matters

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- (a) There are no matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- (b) No matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- (c) All necessary information and explanations were obtained by us.
- (d) All audit procedures were satisfactorily completed in conducting our audit.
- (e) In relation to the Asset Consumption Ratio and Asset Renewal Funding Ratio presented at page 38 (Note 19) of this report, we have reviewed the calculations as presented and in our opinion these are:
 - i) Based on verifiable information; and
 - ii) Reasonable assumptions.



Russell Harrison, Partner
Lincolns Accountants and Business Advisers
70 - 74 Frederick Street, Albany WA
Dated this 15th day of November 2013.

2012/2013 Annual Financial Report Executive Summary

The following is a summary of the financial position of the Shire of Denmark as at 30 June 2013. It is designed to summarise and provide comment on the financial information contained within the Annual Financial Report to assist Electors in comprehending this information.

Overall Financial Position

The Shire of Denmark's Net Result was \$2,397,716 a decrease on the 2011/2012 result which was \$3,978,673, however the difference was attributable to the bringing to account approximately \$3.2 million of road assets handed over to Council by property developers in 2011/2012 which were not previously recognised as financial assets of the Shire.

The Council has strong financial reserves and a relatively low loan borrowing position (excluding self supporting loans), all good indicators of our capacity to fund future projects and ongoing financial commitments. The Draft Long Term Financial plan, currently being prepared for Council prior to seeking public comment, addresses this issue over the ten year life of this Plan.

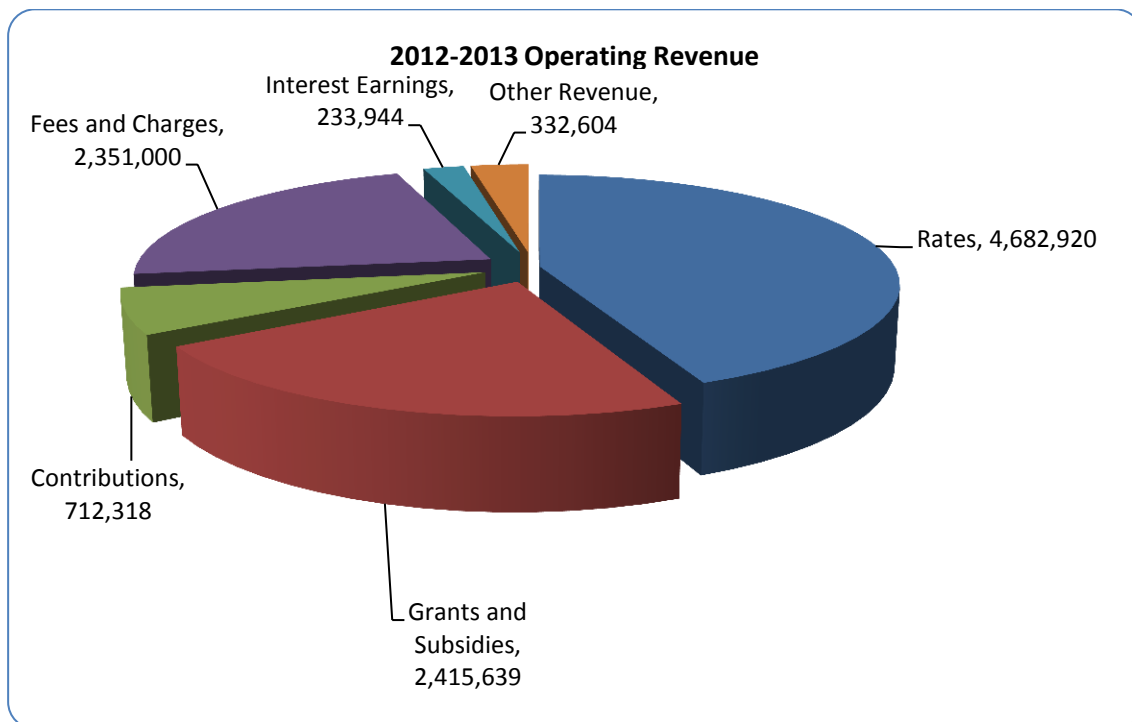
The biggest financial concern for the Shire is our need to carefully manage expenditure, particularly salaries and wages costs as our single biggest expenditure item, and ensure they do not reach levels where annual increases (CPI increases, new positions etc.) do not exceed additional income to be received by Council.

Summary of Income and Expenditure

Council's various income and expenditure streams are classified into certain types, specified by the Local Government (Financial Management) Regulations 1996. These classifications are based on either Program (Governance, Recreation and Culture etc.) or Nature and Type (employee costs, rates, insurance etc.).

The following graphs are designed to illustrate where the main sources of revenue for the Shire are derived from and where it is spent.

Fig 1 - 2012/2013 Operating Income by Nature and Type (\$)



Rates

Rates paid by property owners are the single largest income stream available to the Shire.

The number of properties that comprised the rates base of the Shire increased by 26 properties which continues a return to the steady growth experienced in the Shire.

This is an important indicator for the Shire, as growth in the number of rateable properties allows the rates burden to be borne by an increased number of owners and reduces the pressure on Council to increase rates on existing owners when determining the annual budget.

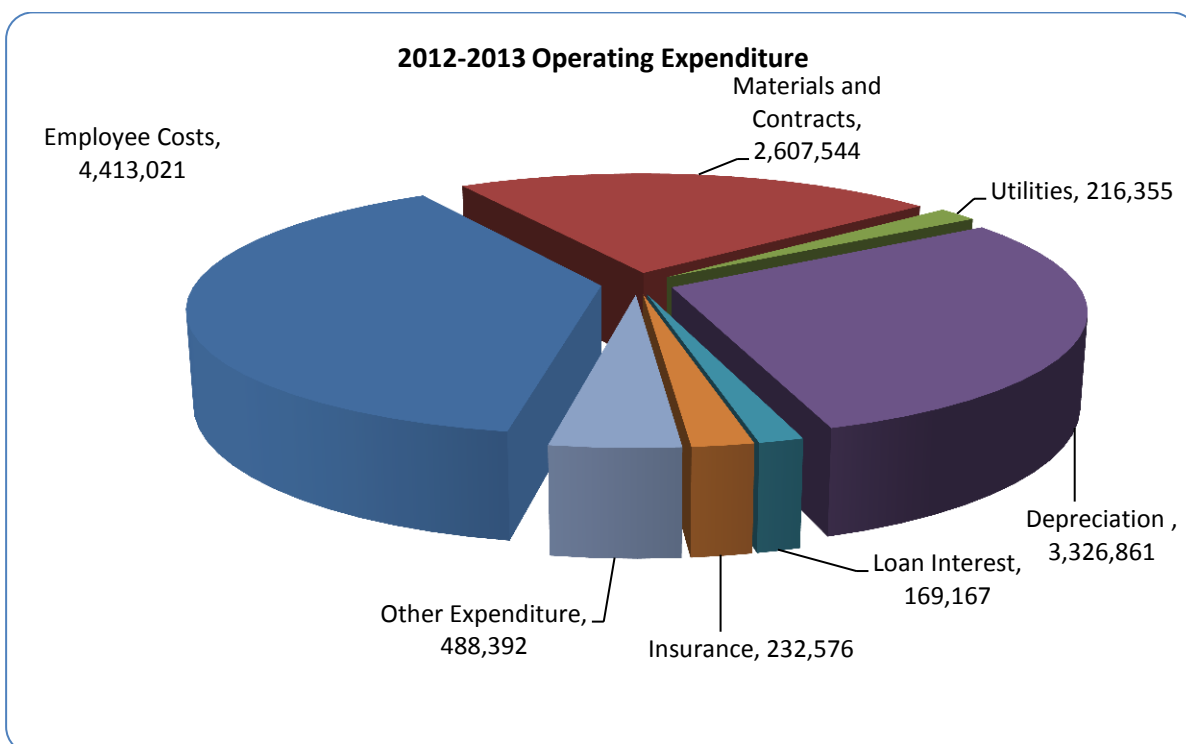
During 2012/2013 Council held numerous workshops to address anomalies in rating of property; after much debate Council introduced a fairly complex set of differential rate codes for implementation effective 1 July 2013.

The average rates, excluding all service charges, paid by the owner of a four bedroom and two bathroom residence was \$1,124.31 up from \$1,038.31 in the previous year.

Table 1 – Summary of Rates Base History for Shire of Denmark Total Asset Expenditure

	No of Rateable Properties	Total Rates Levied	Ave Residential Rate (A2077)
2012/2013	3,837	\$4,682,290	\$1,124.31
2011/2012	3,811	\$4,242,245	\$1,038.31
2010/2011	3,772	\$3,919,755	\$908.41
2009/2010	3,656	\$3,700,382	\$856.99
2008/2009	3,636	\$3,404,550	\$820.10
2007/2008	3,496	\$3,241,758	\$784.78

Fig 2 - 2012/13 Operating Expenditure by Nature and Type (\$)



Employee costs which are a combination of salary and wages, superannuation, workers compensation insurance, protective clothing/uniforms and fringe benefits tax and these are the largest operating expense for the Shire. Notwithstanding pressures of national wage and Enterprise Bargaining Agreements Council has managed to keep these to a manageable level in 2012/2013.

Depreciation is a non-cash expense and is deducted from Shire accounts when adopting the Annual Budget. That said, it is still an important financial indicator as this is the amount Council should in theory be expending on capital and maintenance works on these assets to preserve their useful life and ensure they maintain their maximum value.

Loans

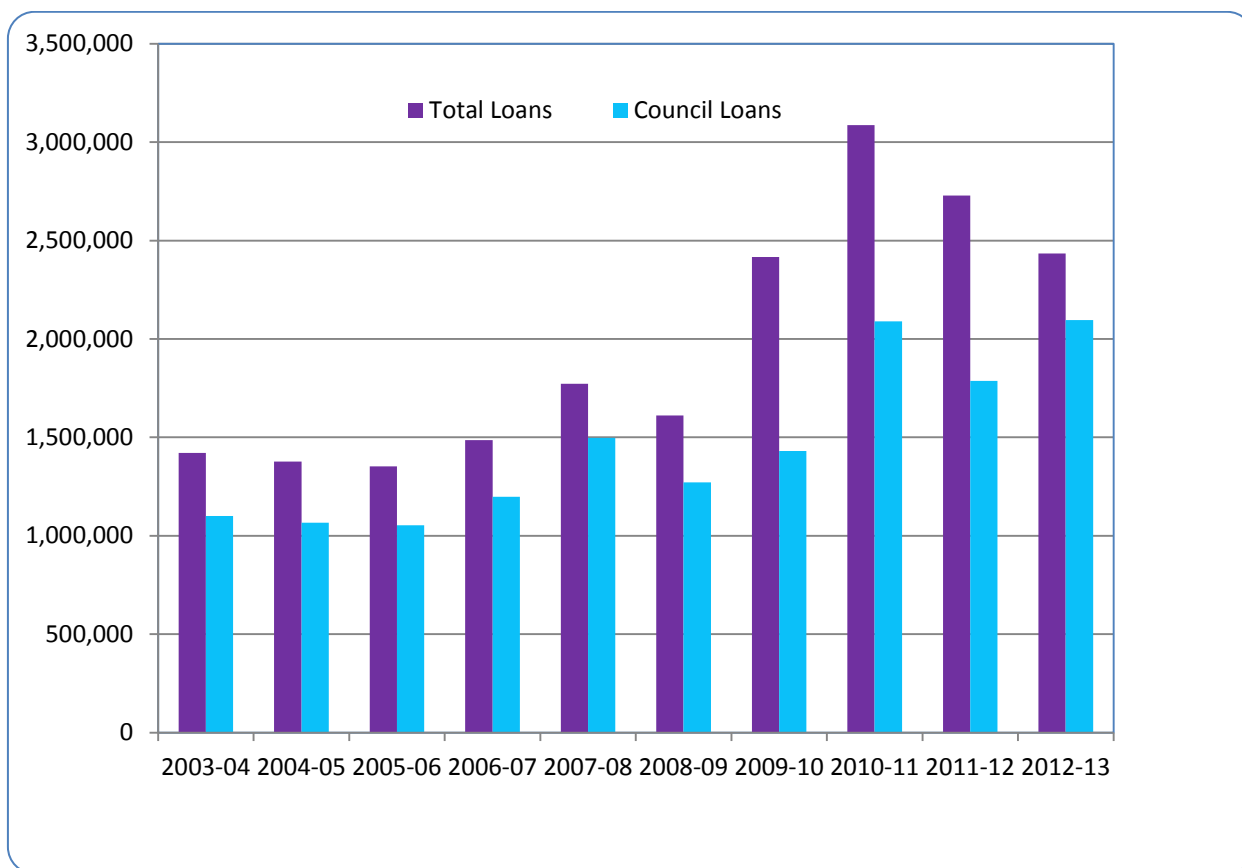
Only one new loan was undertaken by Council during 2012/2013 of \$87,000 to fund the upgrade of the photovoltaic system which will assist Council in reducing power costs.

After principal repayments were made on existing loans, Councils total debt position was \$2,433,905. This amount includes self-supporting loans totaling \$338,212 (or 13.89%) which is payable to Council by the various community organisations to whom these funds have been lent.

All Council loans, including self-supporting loans, are undertaken with the Western Australian Treasury Corporation, a lending arm of State Government Treasury, to take advantage of the lower interest rates available to government organisations.

A summary of total debt outstanding for the past ten years is as follows:

Fig 3 – Summary of Total Debt Outstanding (\$)



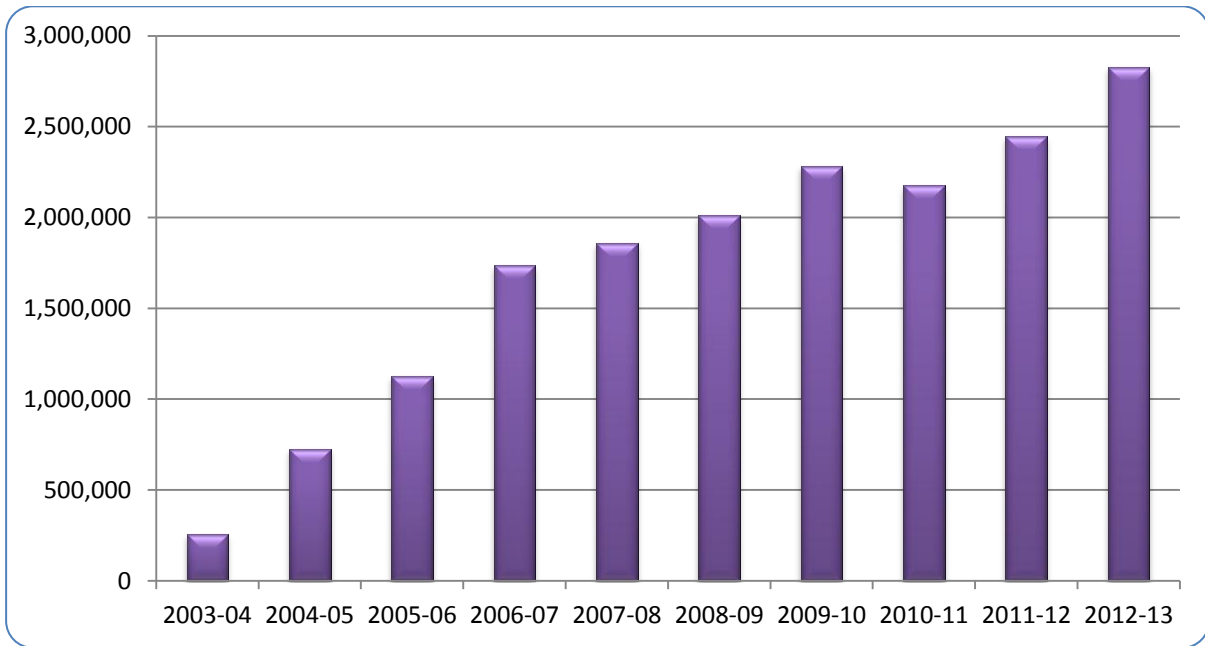
Reserves

The Shire of Denmark’s total cash backed Reserve Funds increased by \$383,917 during the 2012/13 financial year, to reflect the investment interest earned during the past year and in some cases, lump sum transfers from the Municipal Fund to the Reserves as some of these funds were used for the purpose for which they were set aside.

It is the view of Council and Staff that some of these Reserve Funds, namely the Plant Replacement and Waste Management Reserves, are underfunded to finance future expenditures. A strategy to address this situation is to be implemented with the preparation and adoption of a Ten Year Financial Plan for the Shire.

A summary of Reserve Fund balances for the past ten years is as follows;

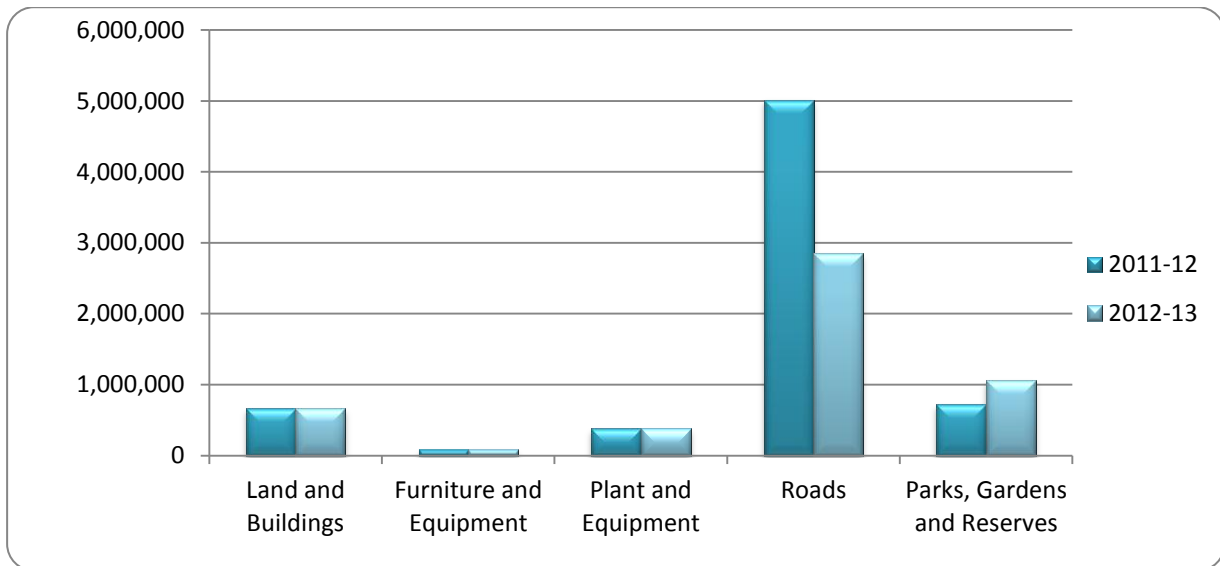
Fig 4 – Summary of Total Reserve Funds (\$)



Capital Expenditure

Expenditure on capital works and purchases for the 2012/2013 year is as follows for the individual classes of assets, with a comparison for the previous financial year for information purposes;

Fig 5 – Summary of Total Asset Expenditure (\$)



The difference between 2011/2012 and 2012/2013 expenditure on Roads can be explained by the bringing to account of \$3.2 million worth of Road assets handed over to Council by property developers in 2011/2012, these had previously not been recognised as financial assets of the Shire.

Key Financial Indicators (Financial Ratios)

Changes to the Local Government (Financial Management) Regulations 1996, Section 50 (1), introduced a new set of Financial Ratios for all Western Australian Local Governments to report on, the new ratios are as follows:

Ratio	Description	Result	Prescribed Standard
Current Ratio	Indicates the Shire's ability to meet short term debt obligations.	1.248	The standard is met if the ratio is greater than 1.
Asset Sustainability Ratio	Indicates that the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.	1.438	The standard is met if the ratio is 0.9 or higher.
Debt Service Cover Ratio	Indicates the Shire's ability to repay its debt including lease payments.	5.022	A basic standard is met if the ratio is greater than or equal to 2. An advanced standard is met if the ratio is greater than 5.
Operating Surplus Ratio	Indicates the Shire's ability to cover its operational costs and have revenues available for capital funding or other purposes.	(0.091)	A basic standard is met between 0.01 and 0.15. An advanced standard is met if the ratio is greater than 0.15.
Own Source Revenue Coverage Ratio	Indicates the Shire's ability to cover its costs through its own revenue efforts.	0.697	A basic standard is met if the ratio is between 0.4 and 0.6. Intermediate standard is between 0.6 and 0.9. An advanced standard is met if the ratio is greater than 0.9.
Asset Consumption Ratio	Measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost	0.599	The standard is met if the ratio is 0.5 or greater. The standard is improving if the ratio is between 0.6 and 0.75.
Asset Renewal Funding Ratio	Measures the ability of the Shire to fund its projected asset renewal/replacements in the future.	N/A	The standard is met if the ratio is between 0.75 and 0.95. The standard is improving if the ratio is between 0.95 and 1.05.

The Shire of Denmark currently meets all but one of these standards being the Operating Surplus Ratio, albeit by the finest of margins, it will be important to focus on this area to ensure this standard is met into the future.

During 2012/2013 Council held numerous workshops to address anomalies in the Rating of property and after much debate Council introduced a fairly complex set of differential rate codes for implementation effective 1 July 2013.

These changes will assist in meeting the Operating Surplus Ratio standard into the future.

Summary

Although there are financial challenges ahead for the Shire of Denmark, particularly to provide for the long term replacement of Council's infrastructure (roads, footpaths etc.) and the management of operating costs, the Shire is generally well placed to meet these challenges due to the expected continued population growth and relatively sound financial position of the Shire.

The Annual Financial Statement is a complex document and Council welcomes any comment or questions from ratepayers and residents regarding any of the information contained therein or on the general financial management of the Shire.

SHIRE OF DENMARK'S PRINCIPAL PREFERRED CONSULTANTS, ADVISORS AND AGENTS

Solicitors

McLeods Barristers and Lawyers
Stirling Law Chambers
220-222 Stirling Highway
Claremont WA 6010

Auditors

Lincolns Chartered Accountants
PO Box 494
Albany WA 6330

Banking Services

National Australia Bank Ltd
59 Strickland St
Denmark WA 6333

Debt Recovery Agents

Austral Mercantile Collections
Level 12, 256 Adelaide Terrace
Perth WA 6000

Insurance Broking

Local Government Insurance Services
PO Box 1003
West Perth WA 6872

Taxation and Accounting

WALGA Tax Service/UHY Haines Norton Chartered Accountants
15 Altona St
West Perth WA 6872

Human Resources Consultancy

WALGA – Workplace Solutions
15 Altona St
West Perth WA 6872

Risk Management/ Occupational Health and Safety Consultancy

Local Government Insurance Services
PO Box 1003
West Perth WA 6872

(The above list is provided to inform Electors of those companies who provide significant technical advice and expertise to Council. It is not intended to be an exhaustive list of all external parties who are engaged to provide specific services to Council).

APPENDIX A

2012/13

ANNUAL FINANCIAL REPORT

15 November 2013

Councillors
Shire of Denmark
PO Box 183
DENMARK WA 6333

Dear Councillors,

Audit for the year ended 30 June 2013

We are pleased to report that our audit of the Shire of Denmark's financial statements and records for the year ended 30 June 2013 is now complete.

Accordingly we enclose a signed copy of the financial statements and audit certificate for your attention.

We confirm that we will arrange for one copy to be forwarded directly to the Department of Local Government, and the Shire President on your behalf.

Prior to reporting findings for Council and Management of the nature of audit tests conducted. The work undertaken by us to form an opinion is permeated by judgment, in particular regarding the nature, timing and extent of the audit procedures for gathering of audit evidence and the drawing of conclusions based on the audit evidence gathered.

In addition, there are inherent limitations in any audit. These include the use of testing, collusion and the fact that most audit evidence is persuasive rather than conclusive. As a result, our audit provides reasonable – not absolute – assurance that the financial systems of the Shire of Denmark are functioning reliably.

In general we found the financial statements presented for audit were well prepared and supporting audit papers were complete and readily available.

We undertook a complete assessment of the Shire's financial systems and assessed areas of risk.

We are pleased to report that this review confirmed the strong internal controls within the financial and reporting systems of the Shire of Denmark.

.../3

Comment on Financial Position

The following table compares your financial ratios (note 19) to standards prescribed by the Local Government Regulations:

Ratio	Description	Result	Prescribed Standard
Current Ratio	Indicates the Shire's ability to meet short term debt obligations.	1.248	The standard is met if the ratio is greater than 1.
Asset Sustainability Ratio	Indicates that the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.	1.438	The standard is met if the ratio is 0.9 or higher.
Debt Service Cover Ratio	Indicates the Shire's ability to repay its debt including lease payments.	5.022	A basic standard is met if the ratio is greater than or equal to 2. An advanced standard is met if the ratio is greater than 5.
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Asset Consumption Ratio	Measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost	0.599	The standard is met if the ratio is 0.5 or greater. The standard is improving if the ratio is between 0.6 and 0.75.
Asset Renewal Funding Ratio	Measures the ability of the Shire to fund its projected asset renewal/replacements in the future.	N/A	The standard is met if the ratio is between 0.75 and 0.95. The standard is improving if the ratio is between 0.95 and 1.05.

Other Matters

During our audit we noted no other matters which we wish to bring to Council's attention.

In conclusion we take this opportunity to thank Steve and your administration staff for their pleasant and co-operative assistance throughout the audit.

Should there be any matters that you would like to discuss further please do not hesitate to contact us.

Kind Regards

A handwritten signature in blue ink, appearing to read 'Russell Harrison', with a long horizontal flourish extending to the right.

.....
Russell Harrison
Partner

Enc

**SHIRE OF DENMARK
AUDIT OBSERVATIONS AND COMMENTS SCHEDULE
FOR THE YEAR ENDED 30 JUNE 2013**

Matter	Present Procedure	Recommendation	Director of Finance & Administration Comments
Rates Debtors Ledger	The rates debtors ledger includes Assessment No A3001, which is \$ 694.08 in credit. This "dummy" assessment was established in 2008, when a deposit via Australia Post, could not be properly identified. Despite attempts the originator of the deposit has not been identified or contacted.	We recommend that once all methods and attempts to contact the depositor have been exhausted, that the funds be paid to the Department of Treasury in accordance with the Unclaimed Money Act 1990 for inclusion in the Register of Unclaimed Money, and the account cleared.	All attempts have previously be made to identify the depositor. Agree with suggested action.
Pensioner Deferred Rates Declaration	Our sample audit testing has revealed that copies of pensioner rate concession card together with original application form for registration in accordance with the Rates Rebates & Deferment Act 1992, were not held on file for some pensioner deferred ratepayers. These records are necessary to substantiate government subsidy claims made on behalf of pensioners who are entitled.	We recommend that a review be made of all pensioner rates deferred files to ensure appropriate supporting documentation is held.	Agree with recommendation.