

Shire of Denmark  
**MINUTES**



**SHIRE OF DENMARK  
SUSTAINABLE PROJECTS COMMITTEE**

HELD IN THE COUNCIL CHAMBERS AND VIA VIDEO CONFERENCE,  
953 SOUTH COAST HIGHWAY, DENMARK,  
ON TUESDAY, 3 MAY 2022, AT 9.00AM.

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# Council Committee Meeting

03 May 2022

## **DISCLAIMER**

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## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

9:01am – The Deputy Chief Executive Officer declared the meeting open and advised that he would Chair the meeting until the election in item 2 on the agenda, where a new presiding person would need to be elected by the Committee members.

## 2. ELECTION OF PRESIDING PERSON

The Deputy Chief Executive Officer called for nominations for the position of Presiding Person.

Cr Clare Campbell submitted a nomination for Cr Jan Lewis in writing. Cr Lewis accepted the nomination.

There being no further nominations received, Mr King declared Cr Lewis elected. The Deputy Chief Executive Officer congratulated Cr Lewis and Cr Lewis assumed the Chair as the Presiding Person.

## 3. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

### MEMBERS:

Cr Jan Lewis (Presiding Person)  
Cr Kingsley Gibson, Deputy Shire President  
Cr Clare Campbell  
Cr Donald Clarke

### STAFF:

David King, Deputy Chief Executive Officer  
Bohdan Davis, Manager Waste and Reserves  
Damian Schwarzbach, Manager of Projects

### APOLOGIES:

Nil

### ON LEAVE OF ABSENCE:

Nil

### ABSENT:

Nil

### VISITORS:

Shaun Ossinger, Wilson Inlet Catchment Committee (WICC)  
Mark McHenry, Wilson Inlet Catchment Committee (WICC)  
Navid Moheimani (Murdoch University)  
Xiangpeng Gao (Murdoch University)

## 4. DECLARATIONS OF INTEREST

Nil

## 5. ANNOUNCEMENTS BY THE PERSON PRESIDING

Cr Lewis asked all in attendance to introduce themselves to other Committee Members.

## 6. CONFIRMATION OF MINUTES

Nil

## 7. PRESENTATIONS

### 7.1 ANEROBIC DIGESTION

Navid Moheimani provided the Committee with information on Murdoch University's work on developing a pilot project for anaerobic digestion in the Shire of Demark.

The benefits included, investment diversity, protein production, bioplastic production, waste reduction.

## 7.2 BIOCHAR UPDATE

Shaun Ossinger and Mark McHenry from the Wilson Inlet Catchment Committee (WICC) updated on a biochar feasibility study.

It was explained that the biochar feasibility study involved collecting samples from green waste, turning those samples into woodchip and sending to Murdoch University to produce suitable biochar.

The study was to commence within the next month.

Discussion ensued on the scale and operation size in Denmark, including potential financial contributions from the Shire and it was noted that there some external companies had already shown an interest in supporting the project.

## 7.3 COMPOSTING – Food Organics & Garden Organics (FOGO)

The Manager of Waste and Reserves, presented initial investigations into composting within the Shire of Denmark and provided information on Albany's FOGO processing capability.

Discussion on FOGO ensued and it was noted that there had been a high level of interest in FOGO within the Shire of Denmark.

*10:55am - Mark McHenry, Navid Moheimani and Xiangpeng Gao left the meeting via teams.*

Shaun Ossinger (WICC) enquired on accessing or leasing land from the Shire to use for seedling production/tree nursery Shaun said that the requirements would be a small fenced area and WICC are currently applying for grants through LotteryWest.

Action:

*Officers to look into the nursery proposal and bring back information to the committee.*

Officers requested the Committee consider what they would like to see happen with FOGO within the next 12 months. Cr Gibson enquired about FOGO costs to ratepayer.

Action:

*Officers to update the costings to ratepayers for FOGO and present to the Committee.*

Cr Clarke asked whether there any other alternatives to deal with green waste disposal in an effort to eliminate burning. Bohdan Davis spoke about mulching and discussed the possibility of the Shire purchasing a mulcher.

Action:

*Officers to look at costings for processing of the green waste to reduce or eliminate the need to burn the green waste not burning.*

**8. OFFICER REPORTS**

Nil

**9. GENERAL BUSINESS**

**9.1 POWER PROJECT**

The Deputy CEO spoke to a power project currently being looked into and that the project was still in its initial stage of engagement with a consultant.

Action:

*Officers to provide members with further information including details of the project scale and anticipated costings.*

**9.2 LED STREET LIGHTING**

Cr Gibson enquired on the status of LED street lighting within the Shire of Denmark

Action:

*Officers to report back to the Committee.*

**9.3 PUBLIC RECYCLE BINS**

Cr Campbell asked why there were no recycling bins in town. Officers advised that the main factor was due to contamination, and that 90% of recycling was typically contaminated. It was noted that other options for a recycling location in town were being investigated.

**9.4 SOFT PLASTICS**

Members discussed the recycling of soft plastics and noted that bins were no longer available at the Shire Administration Building because of high levels of contamination.

**9.5 COMMUNITY COLLECTION HUBS**

Cr Lewis referred to community recycling programmes through *TerraCycle* to organise community collection hubs. It was noted by Officers that the *TerraCycle* incentive was educational and had very good initiatives however, it could be costly. The risk of contamination would require Officer time to manage.

**10. NEXT MEETING**

The next meeting is scheduled for Tuesday, 7 June 2022 at the Shire of Denmark Administration Building, 953 South Coast Highway, Denmark, commencing at 9:00 am.

*12:25 pm - Cr Gibson left the room and did not return.*

**11. CLOSURE OF MEETING**

*12:27 pm - There being no further business to discuss, the Presiding Person closed the meeting*

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_

*(Presiding Person at the meeting at which the minutes were confirmed.)*

# Shire of Denmark

# Minutes



## SHIRE OF DENMARK SUSTAINABLE PROJECTS COMMITTEE

HELD IN THE COUNCIL CHAMBERS,  
953 SOUTH COAST HIGHWAY, DENMARK,  
ON TUESDAY, 7 JUNE 2022.

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# Council Committee Meeting

07 June 2022

## **DISCLAIMER**

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

9:30am – The Presiding person declared the meeting open.

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE****MEMBERS:**

Cr Jan Lewis (Presiding Person)  
 Cr Kingsley Gibson, Deputy Shire President  
 Cr Clare Campbell  
 Cr Donald Clarke

**STAFF:**

David King, Deputy Chief Executive Officer (CEO)  
 Bohdan Davis, Manager Waste and Reserves  
 Damian Schwarzbach, Manager of Projects

**APOLOGIES:**

Nil

**ON LEAVE OF ABSENCE:**

Nil

**ABSENT:**

Nil

**VISITORS:**

Nil

**3. DECLARATIONS OF INTEREST**

Nil

**4. ANNOUNCEMENTS BY THE PERSON PRESIDING**

Nil

**5. CONFIRMATION OF MINUTES**

The mover of any motion to confirm previous Minutes needs to have been at the meeting.

**COMMITTEE RECOMMENDATION**

MOVED: CR GIBSON

ITEM 5

SECONDED: CR CLARKE

That the minutes of the Sustainable Projects Committee Meeting held on the 03 May 2022, be confirmed as a true and correct record of the proceedings.

CARRIED

**6. PRESENTATIONS****6.1 FOGO**

The Deputy CEO presented the financial analysis on the FOGO collection service which was discussed by the Committee and the following recommendations were made:

**COMMITTEE RECOMMENDATION**

MOVED: CR GIBSON

ITEM 6.1a

SECONDED: CR CAMPBELL

That Council request the Chief Executive Officer:

1. INITIATE a FOGO service in the 2023/24 financial year.
2. MAKES provision in 2022/23 budget for the associated costs.

CARRIED



**COMMITTEE RECOMMENDATION**

ITEM 6.1b

MOVED: CR GIBSON

SCONDED: CR CAMPBELL

That Council request the Chief Executive Officer, REVIEW the kerbside collection Fees and Charges to ensure they are more cost reflective.

CARRIED

**7. OFFICER REPORTS****7.1 ACTION LIST**

The Deputy CEO provided an update on the Action List of the outcomes from the last Sustainable Projects Committee meeting.

**7.2 CHARTER INCLUDING TERMS OF REFERENCE**

The Deputy CEO discussed the Charter with the Committee.

The Committee discussed the format for the meetings going forward. It was agreed by the Committee, to include an item titled “New Ideas”.

Outcome:Officers to:

1. Provide a *summary* of the Sustainability Strategy to include:
  - List of small operational projects, to be distributed to the Committee in order to prioritise before next meeting
  - List of Corporate Business Plan Projects, as they relate to the Strategy; and
  - Summary of completed actions.
2. *Revise* the Charter and circulate a draft to members for discussion at the next Sustainable Projects Committee meeting.

**7.3 CORPORATE BUSINESS PLAN 2022/2023**

The Deputy CEO discussed the proposed projects within the Corporate Business Plan that align with the Sustainability Strategy.

**8. GENERAL BUSINESS****8.1 COMMUNITY GARDEN**

Cr Gibson raised the potential for a Community Garden/Verge planting project.

Noted.

**8.2 MEETING FREQUENCY**

The Committee agreed on a bi-monthly cycle, or on an as needs basis. The meeting cycle to be on the 1<sup>st</sup> Tuesday of every 2<sup>nd</sup> month.

Outcome:

*It was noted that this could be amended in the draft charter to be considered by members at the next meeting.*

**8.3 BUILDING WASTE**

Cr Clarke raised the issue of local builders and the waste from building sites that ends up at the Shire’s Waste facility.

Members noted that is the issue had been identified in the Sustainability Strategy with the aim to reduce building waste.

**8.4 PRESENTATION**

Cr Lewis proposed inviting Karen Anderson, Plastic Reduction Denmark, to present at the next meeting.

Outcome:

*Officers to invite Karen Anderson, Plastic Reduction Denmark, to present at the next meeting.*

**9 NEXT MEETING**

The next meeting is scheduled for Tuesday. 2 August 2022 at the Shire of Denmark Administration Building, 953 South Coast Highway, Denmark, commencing at 9.30am.

**10 CLOSURE OF MEETING**

*12.17pm. - There being no further business to discuss, the Presiding Person closed the meeting*

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_

*(Presiding Person at the meeting at which the minutes were confirmed.)*