

# 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

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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**

ITEM 5

MOVED: CR GIBSON

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**

ITEM 6.1a

MOVED: CR GIBSON

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.)*