



Annual Report 2021/2022



Acknowledgement of Country

The Shire President, Councillors and Shire of Denmark staff acknowledge the Minang and Bibulmun people of the Noongar nation who are the traditional custodians of this land and pay respects to Elders past, present and emerging.

We acknowledge and respect their continuing culture and the contribution they make to this region.

We also extend our respects to all First Nations people living, working or visiting in our Shire.

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

Copies of all Shire documents are available in alternative formats upon request.





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Welcome from the Shire President

I am pleased to present the Shire of Denmark's 2021/22 Annual Report, which provides an overview of the year gone by.

It was a challenging year for our community with loss, financial hardship, health concerns and the trauma of a bushfire emergency impacting on us all in some way this year. But through the difficulties, I've never been more proud to be a member of this community – a community that I witnessed come together again and again in 2021/22 to support those in need of a caring hand.

The community response to the Bayview Rise Bushfire was a brilliant showcase of our community spirit. A terrible event occurred in our Shire, but community members and volunteers worked tirelessly to fight the fire, feed the response teams and to donate cash, food or time to impacted residents. Once again, I want to extend my heartfelt gratitude on behalf of the entire community to those who contributed to the emergency response and recovery efforts.

In the wake of the emergency, I'm proud to say our team has continued to strengthen our focus on emergency management to lift the standard of our preparedness across the board.

On a different note, a personal highlight of the year for me was Council's focus on Reconciliation and Respectful Relationships with First Nations members of our community here on the South Coast. I was delighted to see a trial of Cultural Burning take place in the Shire this year, which I hope will set a precedent for further similar opportunities to take place locally in future.

Finally, on behalf of my fellow Elected Members, many of whom joined us for the first time on Council in October, my thanks go to the team at the Shire for their on-going service to our community.

Dr Ceinwen Gearon

Shire President

2021/2022 Elected Members

An election was held in October 2021, resulting in substantial changes to the make-up of Council. Resignations and incumbents choosing not to recontest their seats resulted in the election of five new Elected Members. The next Local Government election in the Shire of Denmark will be held in October 2023.

Ceinwen Gearon , Shire President (term expires 2023)	<i>Meeting Attendance 12/15</i>
Kingsley Gibson , Deputy Shire President (term expires 2023)	<i>Meeting Attendance 15/15</i>
Janine Phillips , Kent/Nornalup (term expires 2023)	<i>Meeting Attendance 13/15</i>
Jackie Ormsby , Kent/Nornalup (term expires 2025)	<i>Meeting Attendance 9/10</i>
Donna Carman , Town (term expires 2025)	<i>Meeting Attendance 9/10</i>
Donald Clarke , Town (term expires 2023)	<i>Meeting Attendance 9/10</i>
Jan Lewis , Scotsdale/Shadforth (term expires 2025)	<i>Meeting Attendance 15/15</i>
Nathan Devenport , Scotsdale/Shadforth (term expires 2023)	<i>Meeting Attendance 8/10</i>
Clare Campbell , Scotsdale/Shadforth (term expires 2025)	<i>Meeting Attendance 9/10</i>
Mark Allen , Deputy Shire President (term expired October 2021)	<i>Meeting Attendance 5/5</i>
Roger Seeney , Kent/Nornalup (term expired October 2021)	<i>Meeting Attendance 5/5</i>
Geoff Bowley , Town (term expired September 2021)	<i>Meeting Attendance 5/5</i>
Ian Osborne , Town (term expired October 2021)	<i>Meeting Attendance 4/5</i>



Council Demographics

46% female	15% aged 40-50
54% male	23% aged 51-60
	62% aged 61+

Committee Representation

Council has a number of Advisory Committees which guide and provide recommendations to Council on particular matters. The following Elected Members represented Council at meetings in 2021/2022:

Audit Advisory

- Cr Gearon (no meeting)
- Cr Bowley (no meeting)
- Cr Allen (no meeting)
- Cr Gibson (1/1)
- Cr Osborne (no meeting)
- Cr Devenport (1/1)
- Cr Ormsby (no meeting)
- Cr Carman (no meeting)
- Cr Campbell (1/1)
- Cr Clarke (1/1)

Bushfire Advisory

- Cr Allen (1/1)
- Cr Gearon (2/2)
- Cr Seeney (1/1)
- Cr Campbell (2/2)

Disability Advisory

- Cr Osborne (2/2)
- Cr Carman (1/1)

Local Emergency Management

- Cr Gearon (8/8)
- Cr Allen (2/2)
- Cr Ormsby (4/5)

Roadwise Advisory

- Cr Bowley (no meeting)
- Cr Seeney (no meeting)

Working Group Representation

Council has a number of Working Groups which are tasked with a specific project or objective/s. The following Elected Members represented Council in 2021/2022:

Denmark Bushfire Mitigation

- Cr Gearon
- Cr Phillips
- Cr Seeney
- Cr Ormsby
- Cr Carman
- Cr Campbell

Laing Park Dog Exercise Area Development Concept Plan

- Cr Osborne
- Cr Lewis

Lights Beach Concept Plan

- Cr Lewis

Paths and Trails Development Plan

- Cr Lewis
- Cr Allen
- Cr Gibson

Local Planning Strategy

- Cr Bowley
- Cr Lewis
- Cr Gibson

Public Health Plan

- Cr Bowley
- Cr Ormsby

Strategic Community Plan

- Cr Gibson
- Cr Phillips
- Cr Devenport

Council Delegates

Council is represented on a number of external organisations, agencies and committees. The following Elected Members represented Council in 2021/2022:

- Amazing South Coast Inc. Board:** Cr Gearon
- Denmark Chamber of Commerce Inc:** Cr Gibson
- Denmark High School Oval Management Committee:** Cr Bowley
- Great Southern Regional Road Group:** Crs Seeney and Gibson
- South Coast Alliance Inc:** Crs Gearon, Lewis and Allen
- Southern Joint Development Assessment Panel:** Crs Gibson, Phillips, Osborne, Bowley, Carman and Devenport
- WA Local Government Association, Great Southern Zone:** Crs Phillips, Osborne and Carman
- Denmark Aquatic Centre Committee Inc:** Crs Gibson and Clarke
- Denmark Arts Inc:** Crs Gibson and Clarke
- Denmark Community Resource Centre Inc Committee:** Cr Gearon
- Denmark Historical Society Inc:** Crs Osborne and Campbell
- Denmark Mountain Bike Club Inc:** Cr Gibson
- Denmark Residents and Ratepayers Association:** Cr Gibson
- Great Southern Recreation Advisory Group:** Crs Allen and Devenport
- Lake Muir/Denbarker Community Feral Pig Eradication Group:** Crs Allen and Devenport
- Nornalup Ratepayers and Residents Association Inc:** Crs Phillips, Seeney and Ormsby
- Parry's Beach Voluntary Management Group Inc:** Cr Lewis
- Peaceful Bay Progress Association Inc:** Cr Phillips
- Walpole Work Camp Committee (Dept. Corrective Services):** Crs Seeney and Phillips
- Wilson Inlet Catchment Committee Inc:** Cr Lewis

Message from the CEO

Pandemic, housing shortage, bushfire emergency, inflation and cost of living increases – 2021/22 was a challenging year. But in the face of those challenges, the team here at the Shire of Denmark worked diligently to help the community build and maintain its resilience.

The Bayview Rise Bushfire emergency in February was a shining example of the hard work our community, volunteers and staff put into a momentous team effort to fight the fire, support each other in recover and look to future bushfire seasons with lessons learned.

As another crisis continues – one of housing affordability and availability – I'm pleased to share a full draft Local Planning Strategy has now been completed and sits with the WA Planning Commission for review. We very much look forward to the next steps as we work towards the completion of a final document and associated supporting plans and strategies.

Looking to the future, our updated Workforce Plan and Corporate Business Plan set out the strategic direction for our organisation in continued alignment with community aspirations and expectations as we continue our investments into roads, youth and economic development.

As we approach the next 12 months, our team is excited to be managing the progression of some very important projects.

Planning for an upgrade to Berridge Park and upgrading Lights Road are of particular focus in the year ahead along with the progression of the Ocean Beach redevelopment.

There is a whole suite of sustainable projects in the pipeline too, with solar power investment, new sustainable waste management research and EV charging points all on track for delivery in 2022/23.

We're also delighted to be focusing our energy on Reconciliation and building Respectful Relationships with First Nations members of our community as part of an ongoing commitment by Council to ensure our community is a culturally-safe and welcoming space. Stay tuned for more exciting news in this area in the months and years ahead.



But as we look forward, it's also important to take stock of what we have achieved. The Annual Report 2021/22 sets out the highlights and projects of the year passed, with a specific focus on reporting against projects listed in the Corporate Business Plan 2021-2024. It will be vitally important to also focus on community feedback received over the past year with respect to our road network, economic development and a continued investment into youth related programs, facilities and services to drive our future direction.

I'm proud of all the work our team has delivered in 2021/22, especially given the particularly trying circumstances they encountered. We look forward to continuing to build on this work in 2022/23.

David Schober

Chief Executive Officer



Pictured above:

Deputy CEO **David King** (left), Director Corporate and Community Services **Gina McPharlin** and CEO **David Schober**

E1.0 Our Economy

We are an attractive location to live, invest, study, visit and work

E1.1 To have a stable and locally supported business community that embraces innovation, creativity, resourcefulness and originality

E1.2 To be a vibrant and unique tourist destination, that celebrates our natural and historical assets

E1.3 To have diverse education and employment opportunities

E1.4 To recognise the importance of agriculture in our local economy and protect prime agricultural land



SHIRE OF DENMARK

SUSTAINABLE TOURISM STRATEGY

2021-2025



Reusables preferred here



We're trying our best to phase out single-use packaging

THANKS FOR SUPPORTING US

Shire to crack down on unregistered holiday homes

THE Shire of Denmark is cracking down on unregistered commercial holiday home and holiday accommodation providers.

Identified unregistered holiday home and accommodation providers will receive a letter from the Shire advising them of their legal obligations.

People who do not register will receive a penalty.

Shire chief executive David Schober said the action would safeguard customers and ensure fairness for all businesses who operated in the accommodation sector.

"Many business owners and concerned residents have appealed

to the council on this issue," Mr Schober said.

"Our community has been asking Council to do what it can to ensure all accommodation providers in our shire operate on a level playing field."

Many accommodation providers had informed the Shire that they were registered and doing the right thing, while their competition was operating without approvals.

Visitors were placed at risk when operators did not have appropriate health and safety compliance and accommodation providers were exposed to big risks in the event of accidents.

Mr Schober said the Shire was aware of several unregistered commercial holiday homes and holiday accommodation providers in the Denmark shire.

They would receive a letter from the Shire in coming weeks.

In the months ahead, Shire officers would conduct 'regular sweeps' to identify additional unregistered providers who appear to be taking advantage of the current market conditions without approvals.

Shire officers can answer questions about the registration process at the planning services desk at the Shire of Denmark admin-

stration building, via email on enquiries@denmark.wa.gov.au and on the phone at 9848 0313.

For Airbnb properties development approval is required in the Denmark shire where a building is intended to be used as a commercial holiday rental.

This could be within a house, or a portion of a house, an apartment, a chalet or another form of habitable building.

Uses come under the category of either a Holiday Home (Large), a Holiday Home (Standard), or Holiday Accommodation in the Town Planning Scheme.



Shire support for housing initiative

THE Shire of Denmark will support not-for-profit agencies in a bid to ease the affordable housing crisis.

The Shire has led the way with targeting the crisis in Denmark where there is a shortage of housing, particularly since the COVID-19 pandemic has caused an upsurge in demand for home holiday rentals.

This has squeezed an already tight rental market with people being forced to rent in Albany and travel to Denmark for work and, some, into desperate circumstances.

Although it is the role of State Government and not local government to deal with housing, the Shire of Denmark last year conducted two regional housing forums.

Key housing agencies, lo-

cal and State Government representatives attended.

In adopting a housing policy at the April 19 Denmark Shire Council meeting, the council set down the difference between housing affordability and affordable housing.

Housing affordability is the relationship between expenditure on housing (prices, mortgage payments or rents) and household incomes.

Affordable housing is low cost, social housing to support people with low-income levels.

The Shire's housing affordability policy was adopted unanimously at the April 19 meeting and seeks to identify opportunities within local government to encourage affordable housing.

• Please turn to page 11



Our Economy Highlights

Local Planning Strategy

A significant amount of time, effort and resources were dedicated to the progression of the Local Planning Strategy in 2021/2022. Our Strategic Planners, Local Planning Strategy Working Group and Sustainable Development team worked closely to prepare the draft Local Planning Strategy for presentation to Council in early 2022/2023.

Short Term Holiday Accommodation Follow Ups

After listening to community feedback and concerns about unregistered short term holiday accommodation providers within the Shire of Denmark, our Sustainable Development team commenced a follow up program with unregistered providers in efforts to drive improved compliance.

On review, it was pleasing to note the already high levels of compliance in this area with a total of 141 approved and registered holiday homes operating with the Shire.

Ancillary Dwellings Policy

In efforts to respond on a local level to the rental and housing shortage, the Shire's planning response to ancillary dwellings was amended to allow for more flexibility and certainty. Town Planning Scheme No.3 was amended, a new policy was drafted and an information pack was prepared to communicate the changes. The changes include that ancillary dwellings were now able to be rented to anyone, not just family members.

Council adopted the new policy at the August 2021 Ordinary Council Meeting. Since its adoption, the Shire has received 13 applications in six months, compared to a total of 21 approvals issued in the preceding five years.

Project Tracking

The following projects that address **Our Economy** were listed in the *Corporate Business Plan 2021-2024* for delivery in 2021/2022.

Team	Project	Action	Comment
Governance	Tourism Strategy	Deliver a Tourism Strategy	<p>Council adopted the Sustainable Tourism Strategy in September 2021. Following an extensive consultation process, the strategy and accompanying action plans will provide Council with direction on the most effective way to lead, support and advocate for Denmark's local tourism industry in the coming years.</p> <p>An agreement with the Denmark Chamber of Commerce (DCC) was also reached in September 2021 to confirm the future of management at the Denmark Visitor Centre. The DCC has taken charge of the facility and service delivery at the centre.</p>
Governance	Business Initiatives	Advocate for initiatives for communal travel options (e.g. shuttle bus to Greens Pool)	<p>The Shire supported a Denmark Community Resource Centre initiative to trial a public bus service to Albany. If this was successful, extension of the service was to be reviewed for peak holiday periods to Greens Pool. The trial project (Denmark to Albany) was successfully delivered, however was not sustainable due to low patronage. As a result, the service was discontinued.</p>
Governance	Affordable Housing	Deliver a written policy position to advocate for affordable housing	<p>In March 2022, Council adopted the Housing Affordability Strategy. The adoption of this policy followed 18 months of consultation across the region with other Local Governments, State Government agencies and the Not for Profit sector.</p>

Team	Project	Action	Comment
Technical Services	Sustainable Procurement	DELIVER a plan to prioritise the purchase of sustainable local building materials in Shire procurement practices through on-going education of Shire staff	It is now ongoing practice to use local contractors and materials on upcoming works projects. New employees with purchasing authority are educated on the Shire's purchasing policy to ensure continuity in this space.
Civil Infrastructure	Road construction resource planning	DELIVER a plan to future-proof road construction material availability and to consider alternative construction materials to meet the road construction needs of the Shire	Work has started to deliver this plan. More research is needed to understand alternative construction materials. Currently the Shire is well resourced and has a good reputation with suppliers allowing us the opportunity to obtain gravel from private properties.

N2.0 Our Natural Environment

Our natural environment is highly valued and carefully managed to meet the needs of our community, now and in the future

N2.1 To preserve and protect the natural environment

N2.2 To promote and encourage responsible development

N2.3 To reduce human impact on natural resources, reduce waste and utilise renewable energy

N2.4 To acknowledge and adapt to climate change



Bushland Healer stars in film

Short movie shines light on Shire stalwart

ISABEL VIEIRA

The legacy of lifelong environmentalist and revegetation officer for the Shire of Denmark Mark Parre has been captured in a short film produced by a local filmmaker.

Having worked for the Shire for almost 30 years, Mr Parre has revegetated 22 sites around Denmark using seeds and plant cuttings from a variety of native species.

His efforts, with the help of the community, have resulted in more than 700,000 plants being reintroduced to the environment.

The Shire commissioned local filmmaker Craig Carter, owner of Earthrise Productions, to produce an instructional film from Mr Parre's plant propagation workshop, which regularly runs at the Kwooraboo Community Gardens.

But Mr Parre's charming personality shone too brightly for the cameras, and the film developed into a longer profile piece capturing the Denmark stalwart's work and legacy.

The short film, *Bushland Healer*, follows Mr Parre at work and also includes a more intimate sit-down interview at his home.

"My day begins when I get to the Shire depot and unlock the nursery sheds, and for me it has always



Shire of Denmark revegetation officer Mark Parre. Picture: Craig Carter

felt like coming to a second home," Mr Parre says in the film.

"There has never been this feeling of 'oh, I'm at work', because I love what I do.

"I consider myself a healer in the sense that what I do, which is using plants by positioning them in the environment to help country go back to being healthy again."

Most of the films Carter produces are centred on the environment.

He has previously worked within

the natural resource management sector, but always had a desire to create films.

Ten years ago, Carter decided to pick up the camera and pursue producing films full time, creating Earthrise Productions, based in the Great Southern.

Carter said he enjoyed being able to capture Mr Parre's personality in a different light.

"It was nice to see him at home and enjoying where he lives surrounded by the forest," he said.

"At the end of our interview I asked him if there was anything else he'd like to say and he said going forward we need to co-exist with our environment.

"That's just Mark, he's very in touch with the environment, with Noongar culture and he knows his plants back to front.

"He looks at a plant and it basically propagates itself."

Carter said Mr Parre's passion for the environment was what made the film. "I've known Mark

for 15 years—he's very passionate and can speak very confidently and naturally from the heart to the camera," he said. "I asked him questions about what he does but also about how he feels about the environment and his life and I used that as the backbone to the story."

"The film just works because Mark is so passionate and genuine, as well as the use of music, which was done by Peter Fisher." The film is available to watch on the Shire of Denmark's website.



ORANGE HALLS BELIEVE AUSTRALIA
The Garage Sale Trail
GARAGESALESTRAIL.COM.AU



Council votes on bird haven

ISABEL VIEIRA

A proposal for a migratory shorebirds sanctuary at Praven Rock Channel will be put out for public comment after securing unanimous support from the Shire of Denmark council on Tuesday.

The proposed sanctuary aims to protect shorebirds by limiting interactions between birds, dogs and other users and would sit alongside a no-dogs zone and dog exercise area on Wilson Inlet sand flats.

More than 60 species of shorebirds, sea birds and waterbirds have been recorded at Wilson Inlet from the sandstone up to Poldyslot Bay, with three of those species listed as critically endangered and two as endangered.

At a council meeting on May 19, 2021 the council adopted the option to channel upgrades concept plan which endorsed the consultation plan for the sanctuary.

The officer's recommendations include a permanent and removable fencing around Praven Rock Island, a bird-observation hide, educational signage and improved access for dog walkers from Ocean Beach lookout in future years.

"Clearly the Wilson Inlet is a precious and priceless resting and nesting place for thousands and thousands of migratory birds who should be valued and protected at all costs," he said.

"Praven Rock Channel, on the other hand, has a couple of birds some years and none in other years.

Mr Roddis said the migratory shore birds had other "much better and quieter" nesting places along the south coast.

"I'm afraid I think any time and energy protecting those precious birds could well be spent elsewhere," he said.

"Let the one third of Denmark residents who are dog owners, especially elderly residents who can't access other beaches, enjoy being able to use the beach.

"Dog owners are not against a bird sanctuary, we just don't want it to take up the whole area."

Cr Nathan Downport asked whether the council would consider allowing people to walk their dogs on leads on a path around the bird sanctuary.

Deputy chief executive David King said changes to dog access at Praven Rock Channel and around the bird sanctuary would



Shire support for local environmental education programs

A VARIETY of community-led environmental education programs will receive financial and in-kind support from the Shire of Denmark again this year, with the Shire's Sustainability Office pleased to receive several submissions from a range of community environmental groups.

Successful programs which met the criteria were submitted by organisations including Green Skills, Earthrise Productions, Denmark Bird Group and South Coast Bush Care Services with education programs and events covering topics like plant propagation, guided walks in park urban reserves, beachcare and information sheets on the Bays. These values and cultural significance of our bushland areas. Also included were waste audits and education workshops, on-site bushcare, weed management and an arts festival celebrating indigenous heritage cultural values of the Wilson Inlet and Poldyslot Bay.

"We are very lucky to be able to harness and engage with the depth of skills and expertise in the environmental sphere that exists within our community," Sustainability Officer Yvonne Carter said.

Denmark Shire president Catherine Coonan said the Shire has a history of supporting public education programs for sustainability in the community.

"By offering our support to these educational activities we help even more members of our community to be able to access the incredible bank of knowledge which exists in our community," Cr Coonan said.

"We're also pleased to continue our community leadership in the sustainable holiday space which we committed to do when we adopted our Sustainability Strategy and Action Plan a year ago."

In addition to leadership commitments made, key objectives included the promotion of sustainable best practice within the broader community and supporting the provision of education to the broader community on protection of the natural environment.

The various workshops will be held over the coming months with further submissions and detail found on the My Community Diary page: <http://www.environmentalshire.com.au>

Western Australia Denmark and the Shire Sustainability and Biodiversity Environmental Events website: www.denmark.wa.gov.au/environmental-events

For further information please contact Shire of Denmark Sustainability Officer Yvonne Carter on (08) 9448 6146 or email: yvonne.carter@denmark.wa.gov.au

Green Skills Bush School bushcare programs are an exciting bushcare opportunity for the community. Contact Denmark Bird Group (Email: denmarkbirdgroup@gmail.com) South Coast Bushcare Services (Email: harwood.dawn@vccm.com.au)

The recent fires have provided new access for wood control programs.

Our Natural Environment Highlights

Bird Sanctuary Resolution

After years of community discussion and user conflict at Prawn Rock Channel island, community consultation concerning the creation of Bird Sanctuary was completed in June. Council subsequently resolved to create a Bird Sanctuary and formalised dog 'off leash' areas in efforts to reach a compromise for all users at the site.

Community Propagation Workshops

In July 2021, a free community workshop was organised and run by Revegetation Officer Mark Parre and Sustainability Officer Yvette Caruso to give community members the understanding and skill to propagate native plants. The workshop was so popular that a second workshop was organised and run in October 2021.

Instructional Video Series on Native Plant Propagation

To celebrate Mark Parre's legacy whilst in his role as Shire Revegetation Officer, a short film 'Bushland Healer' was produced by Earthrise Productions showcasing the fantastic work that Mark has been able to achieve through his revegetation efforts healing the bush.

Additionally, an eight-part series of short instructional films on Plant Propagation tips was also produced by Earthrise Productions featuring Mark as a flow-on from the popular plant propagation workshops.

Community Environmental Education Program

The Community Environmental Education Program continued to fund a range of community-focused initiatives and activities designed to provide community members with opportunities to learn more about our natural environment and how to act sustainably.

Kwoorabup Park Boardwalk Revegetation

Revegetation works near the Kwoorabup Park boardwalk were completed in the winter of 2022.

Cultural Burn Trail near Wilson Inlet

In May 2022, a cultural burn trial was completed in Denmark, in a two-way learning multi-agency collaboration. The intention is for the trial to set the precedent for future cultural burns in the Shire of Denmark, allowing authorities to reduce fuel loads while working closely with traditional custodians.

Bin Lid Changeover

In early 2022, our Waste Services team and contractors completed the Bin Lid Changeover project. All kerbside collection bins in the Shire are now compliant with the national standard for bin lids. This is aimed at reducing recycling contamination caused by visitors to the Shire who expect bin lid colours to be the same for general waste and recycling throughout Australia.

Electric Vehicles Join Shire Fleet

The first electric vehicles joined the Shire corporate fleet this year in line with the key objectives of the Sustainability Strategy. In early 2022, a Hyundai Ionic was the very first Shire fleet replacement, representing a new, low carbon footprint era for Shire of Denmark vehicles. The new electric vehicle was joined by a Tesla Model 3 in March with all future out-of-lease fleet vehicles at the Shire set to be electric vehicles.

Garage Sale Trail

Another success for the November 2021 Garage Sale Trail in the Shire of Denmark. 13 tonnes of waste were diverted from landfill locally.

Environmentally Friendly Christmas Decorations

The Shire will no longer buy plastic Christmas decorations in line with Sustainability Strategy key objectives. A collaborative project between the Shire of Denmark, local community activist group Plastic Reduction Denmark and local schools worked together to produce sustainable events bunting using upcycled materials in a zero waste initiative.

The project is aligned with the Sustainability Pillar of Sustainable Materials and Products to phase out the purchase of replacement tinsel and other plastic Christmas decorations going forward.

Lights Beach Revegetation

Lights Beach revegetation was delivered in partnership with WA College of Agriculture, Denmark.

Project Tracking

The following projects that address **Our Natural Environment** were listed in the *Corporate Business Plan 2021-2024* for delivery in 2021/2022.

Team	Project	Action	Comment
Technical Services	Shire Building Energy Audit	DELIVER building audit on the introduction of solar energy power sources for each key Shire site including admin building, rec centre, library and depot.	<p>This year, the Sustainable Projects Team was created within the organisation in order to lead and implement Shire projects with a focus on sustainable outcomes and delivery. As part of the restructure this is now a Sustainable Projects Team project for delivery in 2022/23.</p> <p>The Shire has engaged Power Research and Development to develop the project scope. This will be delivered in 2022/23.</p>
Technical Services	Denmark CBD	FUND electric vehicle charging station in CBD	<p>This project became a Sustainable Projects Team project for 2022/23 as part of the organisation restructure this year. The Shire of Denmark and the Community Windfarm Ltd are partnering to progress this initiative during 2022/23.</p>
Technical Services	Berridge Park / Wilson Inlet	DELIVER upgraded fish cleaning stations at Poddy Shot and Rivermouth	<p>Due to Covid19 impacts this project was unable to be completed.</p> <p>Project to be completed in 2022/23.</p>
Technical Services	Berridge Park / Wilson Inlet	DELIVER upgrade to community infrastructure with the McLean Oval Water Re-use project	<p>This project is a partnership between the Shire of Denmark and the Water Corporation. The Shire's contractor to supply and install the pipeline had experienced delays obtaining the recommended pipe and Water Corp experienced delays delivering the critical infrastructure on their property.</p>
Waste and Reserves	FOGO	DELIVER a feasibility study for a Food and Organics Waste collection service	<p>Ongoing.</p> <p>In 2022/23, this project sits with the newly created Sustainable Projects team.</p>
Waste and Reserves	Water Accreditation	DELIVER the Shire's Waterwise accreditation	<p>Council endorsed as a Waterwise Council again.</p>

Team	Project	Action	Comment
Technical Services	Private property fence line construction	DELIVER guidelines and application templates for native vegetation clearing for private property fence line construction and maintenance	Due to Covid19 impacts this project was unable to be completed. Works to be completed in 2022/23.
Waste and Reserves	Kwoorabup Park Revegetation and Development	DELIVER a revegetation plan for Millars Creek at the entrance to Kwoorabup park to the board walk including revitalisation of the storm water ponds at the board walk	Majority of site preparation was completed 2021 and initial planting was completed in winter 2022. Further works required in rehabilitating the main pond area to be completed 2022/23.
Waste and Reserves	Waste Reform	DELIVER actions from the 10-year Master Plan for the implementation of more sustainable waste management practices	Ongoing.
Waste and Reserves	Greenhouse Gas Emissions	DELIVER greenhouse gas emissions monitoring for Shire operations	The project was delayed due to the Regional Climate Alliance project, which aimed to deliver a Greenhouse Gas Emissions monitoring tool. The Regional Climate Alliance is a partnership between four local government entities: Shires of Denmark, Plantagenet and Jerramungup, plus the City of Albany. Unfortunately, this project did not proceed as the monitoring tool investigated was deemed not to deliver the outcomes required by our Local Government. Shire officers will look to progress the implementation of a monitoring tool internally.
Waste and Reserves	Annual Tree Planting	LEAD the rehabilitation of Shire land, including increasing annual tree planting and revegetation program	Weed control and revegetation at Little River mouth to Poddy Shot.

B3.0 Our Built Environment

We have a functional built environment that reflects our rural and village character and supports a connected, creative, active and safe community

B3.1 To have public spaces and infrastructure that are accessible and appropriate for our community

B3.2 To have community assets that are flexible, adaptable and of high quality to meet the purpose and needs of multiple users

B3.3 To have a planning framework that is visionary, supports connectivity and enables participation

B3.4 To manage assets in a consistent and sustainable manner

B3.5 To have diverse and affordable housing, building and accommodation options





Seawall work under budget

THE Shire of Denmark ran under budget in building a \$300,000 seawall at Ocean Beach to protect the beach and surrounding infrastructure, which were hammered in storms last year.

The Denmark Surf Life Saving Club patrol room and clubrooms are earmarked for demolition when new, safer and bigger clubrooms can be built.

Shire chief executive David Schober said the new seawall was important for the Ocean Beach precinct and surf club operations for the next 10-15 years for community access to the beach and effective surf lifesaving.

The old timber seawall structure was inadequate when storms threatened the patrol room and the clubrooms.

Nearby sand dunes collapsed and binumen walkways toppled into the ocean.

After the patrol room was left protruding into the sea the Denmark Surf Life Saving Club put out a call to empty its contents into a storage room. Since 2019 the surf club has been



The new Ocean Beach seawall will protect the beach and surrounding infrastructure.

hiding for funding to build bigger and safer clubrooms but a Regional Development Australia Building Better Regions Fund application of \$4 million was rejected last year.

The surf club has \$1.5 million committed from Lotterywest and the Shire has \$625,000 committed

from the Department of Sport and Recreation for the project.

"Unfortunately, whilst the Shire received positive feedback from the (BRRF) assessors, submissions have been unsuccessful to date," Mr Schober said.

The Shire had submitted another BRRF application to the Federal

Government but was unsure of the outcome following the recent election.

Mr Schober said the Shire was working on a 'scaled back project scope' to fund new clubrooms over the next two years irrespective of a BRRF funding outcome.

Detour information for up-coming works on Mount Shadforth Road

During the course of the Mount Shadforth Road reconstruction works, a road closure will be implemented for three weeks in February 2022. **A detour will be in place on Peace Street** (approx 4 mins drive). Traffic will be reduced to **one-lane for the remainder of the project.**



Funding shock Beach plans go back to the drawing board

THE Shire of Denmark has gone back to the drawing board to consider its options over the recent knockback of \$4 million from the Building Better Regions Fund. Shire chief executive David Schober has written to the State Government asking if a \$625,000 from the CSRFF (Sport and Recreation grants) can be held over for another 12 months. Likewise, the Denmark Surf Life Saving Club will ask the same from LotteryWest regarding a \$1.5 million grant. Mr Schober said another BRRF Round 6, was expected before Christmas, ahead of the next Federal Election. The \$4 million BRRF application was set to match funds already committed by Department of Local Government, Sport and Cultural Industries, Lotterywest, the Surf Club and the Shire.

"We worked very hard to write a compelling application and to champion it through the approval process at every stage," Mr Schober said.

"We had been led to believe our application was at the very top of the pile, so to lose this funding is very disheartening."

The Surf Club's equipment/patrol shed will remain in place over summer and its future will be reconsidered once the funding arrangements are known.

Mr Schober said the Shire was awaiting a coastal engineer's report to determine future building sites and current infrastructure requirements/protection measures. "Council will consider all new information throughout October/November before making any decisions in December for the BRRF Round 6 application," he said.

At this stage any work on Ocean Beach Road as part of the precinct development would be put on hold for the Prawn Rock Channel area.



Ocean Beach Road upgrades to commence early November

Commencing the week of 1 November, a short section of Ocean Beach Road will be undergoing drainage and road surface upgrades.

Road users can expect **minor delays** during the works schedule which is **expected to take four weeks** (weather permitting).

Our Built Environment Highlights

Mount Shadforth Road Landslide Repair

Reconstruction work on the Mount Shadforth Road landslide was completed by local contractors in early 2022 with funding from Disaster Recovery Funding Arrangements WA.

Lights Beach Reopened Following Upgrades

In July 2021, the Shire was pleased to reopen the newly upgraded Lights Beach precinct. Several improvements were made to the site, including carpark and access points, lookouts and pathways.

Erosion Damage at Ocean Beach

Following a major storm event, erosion damage at Ocean Beach threatened buildings and infrastructure at Ocean Beach. In June 2022, works were completed to shore-up the buildings to prevent them falling into the ocean. The next step is to progress plans for further upgrades to the area, following a failed bid to the Building Better Regions Fund.

Improved Firebreak and Fuel Management Notice

A new look Firebreak and Fuel Management Notice was distributed with the rates notices in September 2021. This simplified, easy-to-read document is more accessible for residents and ratepayers to understand, making it more likely for community members to not only maintain their properties as compliant under the notice for the duration of the fire season, but also to better understand safe asset protection and property access ahead of bushfire season.

New Cricket Pitch Cover

In May 2022, a new cricket pitch cover was installed at Mclean Oval and old cover moved to the Highschool Oval giving a much safer and more practical management for multiple sport uses at both ovals.

Record numbers of Development Applications and Enquiries

The Building, Planning and Health team processed more than \$25 million worth of Development Applications and record numbers of enquiries in 2021/22. Federal and State Government stimulus packages in response to the pandemic have impacted this workload.

Project Tracking

The following projects that address **Our Built Environment** were listed in the *Corporate Business Plan 2021-2024* for delivery in 2021/2022.

Team	Project	Action	Comment
Technical Services	Shovel Ready Projects	DELIVER three identified projects to concept planning stage in order for projects to be ready for funding opportunities that may emerge	Projects identified: Ocean Beach, Prawn Rock Channel works and waste water treatment for McLean Park.
Technical Services	Project Management Services	DELIVER project management services for Denmark Surf Club Precinct Development	The Project has been required to undertake several re-scoping stages. This is due to unsuccessful funding applications, namely the Federal Government's Building Better Regions Fund Round 5, which was for \$4 million. The project will progress in 2022/23.
Technical Services	Project Management Services	DELIVER project management services for Denmark East Development Project	A proposed project was identified to construct a fire suppression system for the Light Industrial Area. The Shire's Technical Services team tendered the project however due to the market being saturated with construction the tender results weren't within the allocated budget and the project was put on hold. Project scope to be investigated further in 22/23.
Technical Services	Project Management Services	DELIVER project management services for Mt Shadforth Road	Mount Shadforth road culverts have been upgraded including localised reconstruction. Final seal to be completed in November 2022.
Technical Services	Project Management Services	DELIVER project management services for Lights Road	Survey, Geotechnical testing and detail designs completed with minimal impact on mature trees. Project to commence in 2022/23.
Technical Services	Project Management Services	DELIVER project management services for Peaceful Bay Road	Peaceful bay Road has been reconstructed and lifted by approximately 200mm near the Irwin Inlet to prevent seasonal flooding over the road.

Team	Project	Action	Comment
Technical Services	Project Management Services	DELIVER project management services for Atkinson Road / South Coast Highway	Atkinson Road was nominated as a blackspot project due to a unsealed road exiting onto a highway. Project scope was to seal the first 50m and upgrade signage
Technical Services	Project Management Services	DELIVER project management services for Mount Shadforth Road / Ti Tree Lane	Ti Tree Lane was nominated as a blackspot project due to a unsealed road exiting onto a local distributor and lack of safe stopping distance. Project scope to seal the lane and create a cul-de-sac to improve truck movements for the rubbish service.
Technical Services	Project Management Services	DELIVER project management services for Praed Lane	Praed Lane has been constructed, drained and sealed.
Technical Services	Project Management Services	DELIVER project management services for Denmark Airport - fencing upgrade	The Denmark airport has been fenced to prevent animals entering the airstrip during landing and departure. This project has increased safety and reduced the requirement of the rangers being called out afterhours to attending and make sure the runway is cleared prior to an emergency RFDS flights.
Technical Services	Project Management Services	DELIVER project management services for Access Road Renewal (Sheoak Dr, Anning Rd, Buckley St)	Sheoak Drive failed box culverts have been replaced. Sealing was postponed due to the inclement weather. Sealing works have been scheduled for November 2022.
Technical Services	Storm Damage Rectification Works	DELIVER project management services for the rebuild of infrastructure projects impacted by storm in August 2020	The section of road that failed along Mount Shadforth road has been reconstructed, including another 30 sites that received damage.

Team	Project	Action	Comment
Technical Services	Storm Damage Rectification Works	DELIVER project management services for the rebuild of infrastructure projects impacted by storm in July 2021	Emergency repairs were complete within the first three months and the remainder of the works are scheduled to be completed in 2022/23.
Technical Services	Denmark CBD	DELIVER renewal of Civic Centre carpark lighting	Due to Covid19 related impacts, this project was unable to be completed. Future project to convert the car park lighting to solar.
Technical Services	Berridge Park / Wilson Inlet	FUND Berridge Park Gazebo replacement	The ageing gazebo near the playground has been removed and replaced with an upgraded gazebo.
Technical Services	Berridge Park / Wilson Inlet	DELIVER upgrades to the Berridge Park BBQ and seating area	The Berridge Park BBQ and seating area upgrade has been completed.
Technical Services	Berridge Park / Wilson Inlet	DELIVER upgrades to Gazebo and BBQ (corner Inlet Drive and Crelin Street)	The old gas bottle BBQ has been removed and the foundation slab has been completed ready for installation. Currently waiting on western power to install underground power to the site. Project to be completed in 2022/23.
Technical Services	Trails and Paths	DELIVER more sustainable transport options for the community through tracks and trails maintenance and construction	Works Completed with the construction of Wattle Way - Mount Shadforth footpath.
Technical Services	Trails and Paths	FUND construction of Wattle Way footpath and Riverside Drive to McPherson Drive footpath link	Due to large works program this project was unable to be completed. Works to be completed in 2022/23.

Team	Project	Action	Comment
Technical Services	Trails and Paths	FUND upgrade to Kwoorabup Park footbridge	Works completed on the reinforcement of the piles.
Technical Services	Trails and Paths	FUND upgrade to beach access steps at Lights Beach with handrail	Handrail has been installed from the lookout to the steps on the dog access beach side.
Technical Services	Peaceful Bay	FUND replacement of Peaceful Bay lookout and boardwalk infrastructure	Peaceful Bay boardwalk and beach access has been completed.
Technical Services	Peaceful Bay	DELIVER replacement of two Peaceful Bay water tanks	Due to Covid19 impacts this project was unable to be completed. Works to be completed in 2022/23.
Technical Services	Peaceful Bay	FUND maintenance to Peaceful Bay jetty	Due to Covid19 impacts this project was unable to be completed. Works to be completed in 2022/23.
Technical Services	Nornalup	FUND upgrade to Nornalup jetty, boat ramp and carpark area	The project has been delayed waiting on the funding outcome from the Regional Boating Facilities Scheme Round 26 which was unsuccessful. The Shire of Denmark in Partnership with the Department of Biodiversity, Conservation & Attractions will deliver this project in 2022/23.
Technical Services	Parry Beach	DELIVER drainage upgrade to Parry Beach cottage	Due to large works program this project was unable to be completed. Works to be completed in 2022/23.

Team	Project	Action	Comment
Technical Services	Solar Energy	DELIVER renewable energy options for Shire facilities when upgrading and undertaking new projects where practical including energy efficient climate control in Council Chambers in 2021	Climate control system has been installed in Council Chambers.
Technical Services	Audit vacant land and halls	DELIVER an audit of vacant land holdings and Community Halls	Audit was completed on vacant land holdings.
Technical Services	Sign audit rectifications	DELIVER the necessary rectifications from the sign audit	Audit has been completed with proposed recommendations. Recommendations to be implemented.

Harewood Road gravel sheet was completed early in the past financial year. On time and on budget. Ocean Beach Road out of town section was completed on budget but was held up by contractors not providing a quality service. This job was challenging on several fronts and the works crew did a fantastic job to complete their section of the work in a timely manner.

Civil Infrastructure	Road Maintenance	DELIVER maintenance work to Ocean Beach Road and Harewood Road	Ocean Beach Road town section has been waiting for completion by contractors. All of the work that can be completed by the Shires work team was completed a little behind the estimated timeframe but well within budget. Traffic management on this section of road was very complex and slowed the work down. The works crew however did a massive job of managing this and once the last of the asphalt has been laid it will be a testament to the work that was done.
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Team	Project	Action	Comment
Community Services	Traffic Management	DELIVER on recommendations to signage from the audit conducted in 20/21, undertake work to ensure that all traffic management signage within the Shire is correctly displayed	<p>Shire officers have completed an audit of the existing parking signs within the Central Business District. Parking recommendations have been discussed further with the Shire's rangers and Technical Services staff.</p> <p>The final recommendations will be advertised in 2022/23 for public comment prior to Council adoption.</p>

C4.0 Our Community

We live in a happy, healthy, diverse and safe community with services that support a vibrant lifestyle and foster community spirit

C4.1 To have services that foster a happy, healthy, vibrant and safe community

C4.2 To have services that are inclusive, promote cohesiveness and reflect our creative nature

C4.3 To create a community that nurtures and integrates natural, cultural and historical values

C4.4 To recognise and respect our local heritage and Aboriginal history





Library's seeds a gift that keeps on giving

Story and pictures by SERENA KIRBY



Denmark seed library has given out 1200 seed packets to date in 2024. It began in November 2020, inspired and led by the Denmark Library, there is a formal Seed Library gathering held at the start of autumn and spring where library members can meet and assist. It's not just about the seeds, it's about the community that grows around them.

The seed library has up to 14 different plant varieties collected from various sources.

Library manager Nicola Stone said that through TAFE, horticulture students had collected many seeds, more than 1000 plants had also donated them.

"We're lucky to have a great group of volunteers who sort, package and label them," Nicola said.

Homeowner advice and greenhouse stacks like Emma Christian was great support at the most recent gathering and gave a talk on greenhouse and helpful tips for home gardeners.

Bonnie and partner have a holistic approach to a wide range of social, cultural and environmental aspects which was not just a method of growing food but a way of life.

There are often giving advice to primary culture people, earth care and soil care.

"Gardening is definitely the gateway to the community," Bonnie said. It's a great start at helping attendees to meet informally, locally through using greenhouse principles. Bonnie explained the library with educational materials. A relative newcomer to WA, Bonnie has donated numerous books promoting permaculture principles. Mark and Patricia, the first seed library in a climate, to come to life.

She's collaborated with the likes of Stephanie Alexander and former Australian Livestock leader, Bob Brown.

The ABC TV's Gardening Australia has highlighted her and her sharing on the show. Located in Farm Kooragang, we have, Cliona's World.

Historically the Seed Library help help common knowledge in the hands of the common people and the sharing of information is a good example of people's care," Bonnie said.

Denmark TAFE horticulture lecturer Karla Herby said the best tip for learning new ways was to ensure they were locally dry.

"If they aren't dry before you store them you may have limited growing success," Karla said.

"You just need to be in the right place and the best results come from in your own hands on paper bags in your shed or pantry."



FIRE TRUCK WASH-UP

SATURDAY 12 FEB | 9.30AM-12PM
DENMARK RECREATION CENTRE CARPARK



Cultural burn marks start of a new partnership

Noongar Elder Carol Petterson conducting a cultural burn. Picture: Shire of Denmark



UNITE TO IGNITE

ISABEL VIEIRA

A cultural burn was held near the shores of the Wilson Inlet on Tuesday under a new partnership to merge Noongar cultural burning practices with fire services to reduce the risk of bushfires in the Shire of Denmark.

The trial was led by Merang Noongar elder Carol Petterson, with Noongar elders joined by firefighters and representatives from the University of WA and the Shire of Denmark.

"This collaboration is a blessing and a must. It's important to work together," Shire president Catherine Gordon said it was a significant step towards greater collaboration between fire authorities and traditional custodians.



Vital propagation skills passed on

From page 1

"Things just grew from there. As the Shire's revegetation officer, Mark has been involved in the planting of more than 700,000 native seedlings and worked with more than 500 volunteers. He considers himself lucky to have had volunteer help from Greenalls, Wookless and the Southern Aboriginal Corporation, and local schools have lent a hand. In the past decade, the majority of volunteers have come from the WA College of Agriculture Denmark creating a great relationship between Mark and the College.

Born on a large property south of the Stirling Range, Mark grew up exploring the large areas of native bush where he lived.

He saw it as a wonderland, a place of discovery and it was there that his interest in native plants began.

"While I'd been interested in native plants well before working at the Shire I'd never actually been employed in this kind of role," Mark said.

"I did have a Certificate II in Horticulture and I later got involved in running a bush care course but it wasn't until much later that I got my Diploma in Conservation and Land Management."

And while working mostly on his own and developing his own programs to achieve the Shire's revegetation goals, Mark realised the importance of accountability.

"Every day I would write notes in a little diary about what I did, when I went and



Mark Parrin in his propagation bathhouse.

things about my job that were worthy of recording," he said.

"I now have 29 of those little diaries and they have stood me in good stead.

"When the Shire asked for facts and figures I could just refer back to my notes.

"Being diligent, transparent and accountable, and able to show results helped me retain this job year after year. I've always had wonderful support from the Shire councillors and for the work I do."

A current project is to photograph and document the impact of the recent bushfire on one of Mark's first revegetation sites. The aim is to see what plants survived, what new plants appear as a result of natural germination and what the impact is on every plant's worst enemy - weeds.

After joining Mark on his field visits, Terry Abbott, 23, was struck in awe.

"Mark said the highlights of his long career had simply been being able to do what he does.

"The work is the greatest reward and when I recruit a site I planted up years before and see the diversity of flora that finally really makes me feel alive."



Our Community Highlights

Volunteer Response to Bayview Rise Bushfire Emergency

In February 2022, severe and catastrophic fire danger weather fanned the flames of a bushfire which raged for several days to the west of the Denmark township. The incident escalated rapidly to a Level 3 incident, which saw State Emergency Services work alongside countless volunteers including the Country Womens Association, Airport Association, St John Ambulance, Denmark Community Foundation, Denmark Community Resource Centre and hundreds of Bushfire volunteers. Numerous Denmark community groups also played an important role in community recovery.

Community Fire Truck Wash Up

The Denmark community showed its gratitude for local firefighters when impacted residents and grateful families descended on McLean Oval for the Community Fire Truck Wash Up in February 2022 as the rains arrived after the worst of the Bayview Rise Bushfire. The community was able to connect, share stories and thank the volunteers in person for their efforts over the fire.

Staff support for Bushfire Recovery

The Shire re-positioned staff from their normal roles into bushfire recovery and relief efforts.

Creative Solutions Dementia Program

The Shire of Denmark partnered with the Denmark Community Resource Centre to trial a new program designed for people with early onset dementia or people at risk of acquiring dementia. The program provided a safe, inclusive and creative space that generated a sense of calm, memory stimulation, confidence and ongoing connection.

Book a Ranger Program

The annual Book a Ranger program received a lot of media and community attention this year, running for the second year in a row in the lead up to the summer bushfire season. The service was well received again with rangers taking the opportunity to educate community members about Asset Protection Zones and other requirements under the annual Firebreak and Fuel Management Notice.

Surf Life Saving Services at Ocean Beach

In the summer months, surf life saving services at Ocean Beach were contracted to Surf Life Saving WA (SLSWA). The SLSWA team conducted 14 rescues and took 437 preventative actions throughout the season.

Community Grants

The annual Community Grants program is designed to provide financial assistance to local not-for-profit groups and organisations to help them deliver projects which will benefit the Denmark community.

My Community Directory launched

My Community Directory launched this year. Community groups are able to share events and programs more broadly with the community.

Community Partnerships

The Shire has continued to invest heavily in partnering with the not for profit sector, which includes formal service agreements with GreenSkills, Wilson Inlet Catchment Committee, Plastic Reduction Denmark, Denmark Chamber of Commerce, Denmark Airport Association, Denmark Lions, Walpole Work Camp, Denmark Bush Carers and others.

Project Tracking

The following projects that address **Our Community** were listed in the *Corporate Business Plan 2021-2024* for delivery in 2021/2022.

Team	Project	Action	Comment
Technical Services	Denmark CBD	DELIVER refurbishment to the stage and backstage / green room space at Denmark Civic Centre	Grant funding was received in late 2021/22 and project scope has been confirmed. The project will be delivered in 2022/23.
Technical Services	Denmark CBD	DELIVER an additional all abilities carpark as per the Disability Access and Inclusion Plan	Due to Covid19 related impacts, this project was unable to be completed. Project to commence in 2022/23.
Community Services	Youth Outreach	LEAD discussion on a new contract to support the delivery of the Albany Youth Support Association youth program for youth at risk. Explore external funding opportunities from charitable and not-for-profit organisations to support extended services and programs for youth	The new contract has been amended to target more females and youth not previously engaged with due to location of Albany Youth Support Association (AYSA) worker. AYSA worker is now more accessible for broader youth community.
Community Services	Community Grants	DELIVER an annual grant funding program to support community projects	Sixteen local community groups and organisations received Shire of Denmark support this financial year through the annual Community Grants program. Funding provided local support in areas including sports, arts and environmental protection. Council approved funding to a combined value of \$25,000.

Team	Project	Action	Comment
Community Services	My Community	DELIVER a My Community platform incorporating a sustainable environmental section to encourage community members to volunteer with local community groups that care for our environment	Delivered and continuing to promote. Volunteer aspect was recently established by the platform provider. We look forward to continuing to promote this addition.
Community Services	Seed Library	LEAD the ongoing development of a Seed Library	The popular Seed Library initiative continued again this year, providing another pathway to promote sustainable living in our community. The Seed Library also donated free packs of veggie, herb and flower seeds to residents who were impacted by bushfire in February.
Community Services	Bushfire brigade volunteer recruitment, retention, and succession	DELIVER support for recruitment, retention, training, and succession planning to bushfire brigade volunteers including general support for emergency services volunteering	Following the Bayview Rise bushfire incident, a number of awareness opportunities arose. The Shire and brigades worked together to leverage events such as the Community Fire Truck Wash Day to promote volunteer sign ups.
Community Services	Volunteering	PARTNER with sporting groups to trial an online community volunteering model	The My Community Directory is in its infancy. It will be shared with all groups and will need additional work to ensure higher uptake by community.

Team	Project	Action	Comment
Waste and Reserves	Playground upgrades	DELIVER an audit on the Shire's playground infrastructure and action plan to renew, consolidate and/or create new playground areas	Comprehensive audit of our playground assets and asset management plan was completed by a consultant. The document will assist the Shire to make informed decisions on upgrades and maintenance to playground infrastructure.
Waste and Reserves	Reduce, Reuse, Recycle	ADVOCATE for educational programs to encourage community members to reduce, reuse and recycle. Support and encourage initiatives that promote zero plastic packaging for fruit, vegetables, and associated products	Provided funding to deliver compost workshop, Garage Sale Trail promotion, and Cloth Nappy Initiative.
Waste and Reserves	Sustainability Education	FUND education workshops for the community on areas of sustainability as outlined in the Sustainability Action Plan	Funding Assistance to deliver a Community Environmental Education Program including Plant propagation, Earthrise Bushland, earthrise Plant propagation workshops. Funded Denmark Bird Group and South Coast Bush Care Services educational brochures.

L5.0 Our Local Government

The Shire of Denmark is recognised as a transparent, well governed and effectively managed Local Government

L5.1 To be high functioning, open, transparent, ethical and responsive

L5.2 To have meaningful, respectful and proactive collaboration with the community

L5.3 To be decisive and to make consistent and well considered decisions

L5.4 To be fiscally responsible

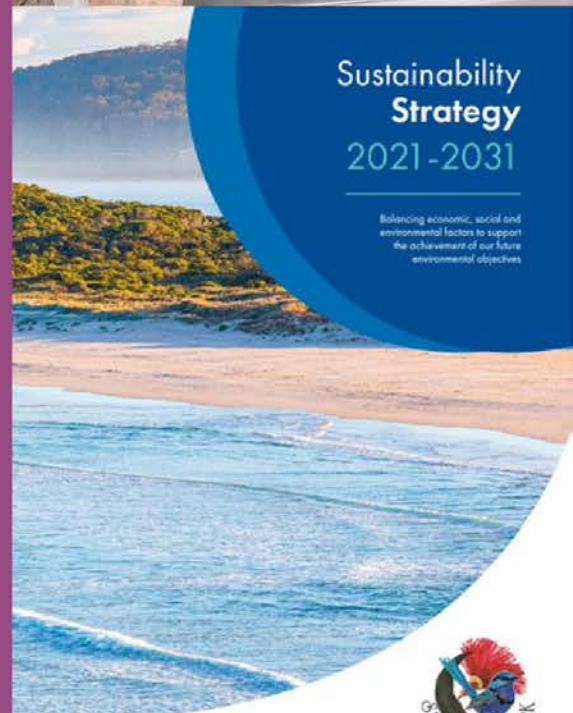
L5.5 To embrace change, apply technological advancement and pursue regional partnerships that drive business efficiency

L5.6 To seek two-way communication that is open and effective



DENMARK
2027

A happy, healthy and eclectic community that embraces creativity, values the natural environment and is invested in a strong local economy.



Shire takes first step on an electric journey

The first electric vehicle, a \$45,049 Hyundai Ioniq, has joined the Shire of Denmark's fleet heralding a low-carbon footprint era for Shire vehicles. A \$55,704 Tesla Model 3 will arrive this month with all future out-of-lease fleet vehicles set to be electric vehicles.

The cost of 'fuelling' these electric vehicles will be negligible as the Shire Administration Building collects solar power which can charge the cars at no cost.

Operational and maintenance costs are also lower for electric vehicles than for internal combustion engines.

The Tesla can travel longer distances, such as to Perth, with minimal delays to charge while the Hyundai will be suitable for shorter distances.

The change is in step with the Shire's objectives in the 2021-

This was an important step in tackling climate change, and to reduce the carbon footprint of the fleet.

Cr Gearson said the Denmark Shire Council had voted unanimously to make the change.

The vehicle purchases would not only make sense from an environmental standpoint, but also provide financial value to the community.

Cr Gearson hoped that more and more members of the community would think about changing to electric vehicles when it came to trading in their vehicles.

In the 2021-2022 Shire budget the council allocated \$40,000 of funding towards the installation of a fast-charging point in



Workforce Development Plan 2022-2025



E1.0

Our Economy

We are an attractive location to live, invest, study, visit and work

- E1.1 To have a stable and locally supported business community that embraces innovation, creativity, resourcefulness and originality
- E1.2 To be a vibrant and unique tourist destination, that celebrates our natural and historical assets
- E1.3 To have diverse education and employment opportunities
- E1.4 To recognise the importance of agriculture in our local economy and protect prime agricultural land

N2.0

Our Natural Environment

Our natural environment is highly valued and carefully managed to meet the needs of our community, now and in the future

- N2.1 To preserve and protect the natural environment
- N2.2 To promote and encourage responsible development
- N2.3 To reduce human impact on natural resources, reduce waste and utilise renewable energy
- N2.4 To acknowledge and adapt to climate change

B3.0

Our Built Environment

We have a functional built environment that reflects our rural and village character and supports a connected, creative, active and safe community

- B3.1 To have public spaces and infrastructure that are accessible and appropriate for our community
- B3.2 To have community assets that are flexible, adaptable and of high quality to meet the purpose and needs of multiple users
- B3.3 To have a planning framework that is visionary, supports connectivity and enables participation
- B3.4 To manage assets in a consistent and sustainable manner
- B3.5 To have diverse and affordable housing, building and accommodation options

C4.0

Our Community

We live in a happy, healthy, diverse and safe community with services that support a vibrant lifestyle and foster community spirit

- C4.1 To have services that foster a happy, healthy, vibrant and safe community
- C4.2 To have services that are inclusive, promote cohesiveness and reflect our creative nature
- C4.3 To create a community that nurtures and integrates natural, cultural and historical values
- C4.4 To recognise and respect our local heritage and Aboriginal history

L5.0

Our Local Government

The Shire of Denmark is recognised as a transparent, well governed and effectively managed Local Government

- L5.1 To be high functioning, open, transparent, ethical and responsive
- L5.2 To have meaningful, respectful and proactive collaboration with the community
- L5.3 To be decisive and to make consistent and well considered decisions
- L5.4 To be fiscally responsible
- L5.5 To embrace change, apply technological advancement and pursue regional partnerships that drive business efficiency
- L5.6 To seek two-way communication that is open and effective

These five pillars represent the community's feedback and the way forward for the Shire of Denmark. Naturally some decisions may reflect a greater alignment to one aspiration over another, however Council and staff consider the impact that a decision will have across all pillars when considering projects, activities and requests.

Our Local Government Highlights

Sustainable Projects Team Created

In 2021/22, a new team called Sustainable Projects was created within the organisation in order to lead and implement Shire projects with a focus on sustainable outcomes and delivery.

Sustainable Projects Committee Formed

The Sustainable Projects Committee was formed to assist the Shire of Denmark in achieving the key principles and objectives contained within the Sustainability Strategy. The Committee will achieve this in two distinct ways:

- Develop actions and policies to make the organisation more sustainable
- Support the broader Denmark community to become more sustainable

Community Meeting Livestreams during Bayview Rise Emergency

Our team worked closely with the Department of Fire and Emergency Services (DFES) Community Liaison Unit to bring about livestreams of the three community meetings which were held during the bushfire emergency in February. Good teamwork and problem-solving meant we could keep many more members of our community informed during the emergency than could have been reached otherwise. The first livestream (held on Saturday 5 February) was viewed by more than 16,100 people.

Impacted Residents Community Meeting

The Impacted Residents Community Meeting enabled residents to have face time with the DFES, the Shire, Denmark Police, and support agencies. The purpose of the meeting was to share important information on how the event unfolded and to enable residents to meet people available to assist them in their recovery.

Executive Leadership Confirmed

In July 2021, it was announced that our new Director Corporate and Community Services would be Gina McPharlin, and that our Director Assets and Sustainable Development David King was confirmed as our Deputy CEO. The appointments came following the confirmation of David Schober as CEO in early 2021.

Regional Climate Alliance

The Shire of Denmark was appointed to join other Local Governments as part of the Regional Climate Alliance in July 2021.

Electronic Payments

In a staff-driven effort to reduce reliance on paper in the finance department and improve sustainability processes, an electronic payments program was adopted that eliminated paper copies of invoices and purchase orders from the weekly payments process.

Digital Transformation

As part of the Shire's digital transformation journey, several projects were completed that improved the efficiency and delivery of information and communication services for staff and Shire customers. The key platform to enable better use of cloud-based software programs, data sharing and data storage was to upgrade and connect NBN enterprise fibre to the Administration building. This enabled higher upload and download speeds of data across the digital network. To provide improved support and better hardware and software application programs, each Councillor was provided with a new standard portable laptop devices.

Cloud-based Financial Accounting System

As part of the Shire's transition to a cloud based financial accounting system, a significant accounting project was planned and delivered across the financial year. A new cloud based payroll system was delivered, giving staff across all sites improved payroll processing mobility, flexibility and access to personal information in a secure environment.

Successful Audit

In December 2021, the Office of Auditor General (OAG) provided a certified opinion of the Shire of Denmark's 2020/21 Annual Financial Statements as fair and in accordance with the Local Government Act 1995 and the Australian Accounting Standards.

Project Tracking

The following projects that address **Our Local Government** were listed in the *Corporate Business Plan 2021-2024* for delivery in 2021/2022.

Team	Project	Action	Comment
Governance	Cat Local Law	Regulate to introduce a local law regarding keeping cats within the Shire, including the number that can be kept, the places where cats can be kept and the areas where cats are prohibited	After seeking public comment and considering submissions Council made a Local Law at the September 2022 Meeting.
Governance	Council Policy Review	Deliver a review and update of Council policies	A number of policies were updated throughout the financial year including Housing Affordability Policy, Dog Areas Policy, Continued Professional Development Policy, Code of Conduct Behaviour Complaints Management Policy.
Governance	Corporate Planning	Deliver updates to the Long Term Financial Plan, Strategic Asset Management Plan, Workforce Development Plan and an annually reviewed four-year Corporate Business Plan in line with the Integrated Planning and Reporting review cycle	<p>The Long Term Financial Plan and annually reviewed Corporate Business Plan were adopted in September 2021. The Workforce Development Plan was completed in June 2022 and adopted in July 2022.</p> <p>A large body of work has been completed on the Strategic Asset Management Plan but completion was put on hold as global economic conditions shifted substantially following the invasion of Ukraine in March 2022. Plans are in place for a review and update of the Long Term Financial Plan by the end of the 2022 calendar year to ensure accuracy and relevance, at which time, the Strategic Asset Management Plan will also be reviewed and updated before being presented to Council for adoption.</p>

Team	Project	Action	Comment
Governance	Denmark 2031	Deliver a major review of the Strategic Community Plan to ensure Shire's activities continue to be in alignment with community expectations	<p>A Working Group was established in late 2021 to inform the consultation process and wheels were turning on the Catalyse Community Scorecard which was due to be released in February 2022. The Bayview Rise bushfire incident in February put a halt to this process as officers were required to focus their time on bushfire recovery duties. Subsequently, the arrival of Covid19 in the community contributed to further delays.</p> <p>The project recommenced in 2022/23 with the release of the Community Scorecard in August 2022.</p>
Governance	Reconciliation Action Plan	Lead the development of a structured Reconciliation Action Plan	<p>Discussions with Council and further research into the Reconciliation Action Plan (RAP) process identified the need to take preliminary steps in the Reconciliation space before progressing to a RAP in order to ensure the process is meaningful and avoids becoming a tokenistic project. This Project has been reimaged for the current Corporate Business Plan to properly reflect the intent to work towards building meaningful and respectful relationships as we progress as an organisation towards the RAP process.</p> <p>A number of projects have been identified including the Genestreams Songline project led by Green Skills and Gondwana Link.</p>
Governance	Public Health Plan	Deliver a Public Health Plan that protects, improves, and promotes public health and well-being in the Shire	<p>Covid19 caused disruptions to the consultation and writing process for the Public Health Plan. Despite disruptions, the delay was relatively minor and the Plan was completed in September 2022.</p>

Team	Project	Action	Comment
Governance	Workplace Health and Safety	Deliver improved workplace health and safety reporting through the introduction of SKYTRUST software that provides additional support in the areas of injury management, human resource training, and safety inductions	<p>The Shire purchased the software program and commenced training supervisors and staff in its implementation.</p> <p>The implementation of this project is critical for the Shire to meet its obligations under the new Workplace Health and Safety legislative requirements.</p>
Governance	Flexible Work Arrangements	Deliver a workplace Standard Operating Procedure to ensure staff have clear processes to follow when seeking a flexible work arrangement	Processes and procedures were developed for staff and supervisors to effectively manage officers working from home as a requirement of the Covid19 response measures.
Governance	Nornalup and Peaceful Bay Service Agreements	DELIVER a service level agreement with the Peaceful Bay and Nornalup communities	<p>Worked has commenced on the Service Agreements however complex WHS issues required further investigation and changes around contractor engagement.</p> <p>The Service Agreements are expected to be resolved and completed by the end of the 2022/23 financial year, but are dependant upon the Progress Associations resourcing and support.</p>
Technical Services	Capital Works Forward Planning	Deliver a 10-year capital works program for all asset classes that demonstrates the spend required each year as set out in the Shire's Long Term Financial Plan	<p>Unable to complete this action due to Covid19 impacts.</p> <p>Aim to deliver the program within 2022/23.</p>

Team	Project	Action	Comment
Technical Services	Innovation in Engineering	LEAD investigations to employ innovative technologies for pavement stabilisation, reinvigoration, seal design for construction and repair of roading	A crumb rubber reseal was scheduled to be completed in 2021/22 financial year however due to contractor delays works has been carried over to the 2022/23 financial year.
Technical Services	Review asset management data	DELIVER a review of existing data to improve confidence in the Shire's financial projections to maintain, renew and replace assets	Shire Officers continue to update asset database (Think Project) once assets have been renewed through the capital works and proposed subdivision. No budget allocations for data updating.
Technical Services	Asset valuation	DELIVER a comprehensive valuation and condition rating of all assets within each portfolio	No budget allocation. Transport data is scheduled to be updated 2022/23 financial year.
Planning, Building and Health	Local Planning Scheme and Strategy	DELIVER a review of the entire local planning framework. Develop a draft Strategy for Council consideration	A draft Strategy document was completed and communicated to Council in a series of briefing sessions. Substantially progressed the Local Planning Strategy ready for presentation to Council in September 2022.
Planning, Building and Health	Delivering online resources	DELIVER online information packages for development applications and building approvals	Staff shortages combined with high number of applications and enquiries left no internal resources available to complete this work. The team will prepare this work as part of the website review in 2022/23.
Community Services	Mitigation Activity	DELIVER fire mitigation works in line with MAF contract and strategic fire management local needs	Mitigation activities are an ongoing, yearly focus for our newly funded Bushfire Risk Mitigation Coordinator position, thanks to support from Department of Fire and Emergency Services.

Team	Project	Action	Comment
Civil In- frrastructure	Depot Re- development Master Plan	DELIVER a Master Plan with a staged approach to asset and facilities upgrades at the depot with a focus on sustainable resource use including recycling water, renewable energy options and ongoing operations of the seed bank and nursery	<p>This project has been put on hold until the Local Planning Strategy (LPS) is completed.</p> <p>The LPS may have implications as to the long term location of the works depot.</p>
Corporate Services	Stage Two of the Rating Review	DELIVER an equitable rating structure across all properties within the Shire including modelling split rating, undertaking a community engagement plan and implementation of UV review outcomes	<p>Engagement with Rural property owners continued in regards to applying split rating to the rural properties with non rural uses. We are now waiting on interim valuations from Landgate to assess the financial impacts of split rating for the property owner and the Shire.</p>
Corporate Services	ICT Strategy	FUND actions from the Shire's ICT Strategy	<p>As part of the Shire's digital transformation journey, several projects were completed that improved the efficiency and delivery of information and communication services for staff and Shire customers. The key platform to enable better use of cloud-based software programs, data sharing and data storage was to upgrade and connect NBN enterprise fibre to the Administration building. This enabled higher upload and download speeds of data across the digital network. To provide improved support and better hardware and software application programs, each Councillor was provided with a new standard portable laptop devices.</p>

Team	Project	Action	Comment
Corporate Services	Land Development / Use Strategy	DELIVER a plan that identifies land to be sold that could fund major projects identified in the Long Term Financial Plan	An external valuation report was commissioned for vacant land lots at the Industrial Estate, East River Road. In addition, a land audit of Shire owned freehold land, strategic reserves and community infrastructure was commissioned to provide Council and officers with relevant information ahead of the draft Local Planning Strategy (LPS) and to assist with the review of the 2022/23 Long Term Financial Plan.
Corporate Services	Revenue Streams	DELIVER a plan that investigates alternative revenue streams	This project was carried forward to 2023/24.
Corporate Services	Financial Software Program Update	DELIVER the migration from Synergy Soft to Altus to access improvements in technology via the new cloud-based software	New modules were implemented as part of the accounting software migration. This included a bank reconciliation module, a payroll module, and an electronic authorisation and payments module.
Corporate Services	ICT Infrastructure for Council Chambers	DELIVER improved ICT capability to Council Chambers	The IT infrastructure order was unavailable due to worldwide supply shortages, therefore pushing back the install into September 2022.
Corporate Services	Document Management	DELIVER an internal document control system that delivers work efficiencies and improves document management functions	Internal resources unavailable to commence and complete project as scheduled.
Waste and Reserves	Sustainability Action Plan	DELIVER an annual review and update to the Sustainability Action Plan	Completed July 22. 66% of Actions Completed, ongoing or commenced. 34% yet to commence.

Key Statistics

Team	Statistic	20/21	21/22
Community Services			
Denmark Public Library	Physical Loans	45,041	44,378
Denmark Public Library	eResource Usage	15,735	17,563
Denmark Public Library	Reference Enquiries	9,165	7,683
Denmark Public Library	eResource Enquiries	390	442
Denmark Public Library	Programs for Adults and Kids	113	185
Denmark Public Library	Program Attendance	1,236	1,873
Denmark Public Library	Customer Visits	37,271	35,888
Denmark Public Library	Online Catalogue Visits	4,533	4924
Denmark Public Library	Seed Library Users	270	448
Denmark Recreation Centre	Total Attendance	37,519	40,473
Denmark Recreation Centre	Gym Visits	14,558	17,276
Denmark Recreation Centre	Fitness Class Attendees	3,654	5490
Denmark Recreation Centre	Sports Hall Attendees	15,808	16,808

Statistic	20/21	21/22
Public Safety		
Call Out - Snakes	13	7
Call Out - Straying Stock	27	34
Call Out - Injured and Dead Kangaroos	28	34
Call Out - Dog Attacks	10	12
Call Out - Barking Dogs	6	11
Call Out - Dogs Found	38	85
Property Fire Inspections	1036	961
Book a Ranger Appointments	25	15
Bushfire Ready Groups	35	41
Planning and Health		
Onsite Conventional Septic System Approvals	35	40
Aerobic Treatment Unit Approvals	15	10
Water Samples	192	214
Food Samples	1	0
Covid-19 Event Approvals	7	20
Asbestos Fibre Identification Samples	1	1
Food Premises Assessments	149	159
Stall Holder Licenses	52	50

Statistic	20/21	21/22
Section 39 Certificates	3	4
Alfresco and Dining Licenses	11	11
Childcare and Family Daycare Inspections	2	2
Trading in Thoroughfare and Public Place Permits	5	3
Holiday Home Accommodation Inspections	11	28
Peaceful Bay Leasehold Property Inspections	8	9
Temporary Accommodation Approvals	1	3
Lodging House Inspections	2	2
Home Inspections (regarding noise, air pollution etc)	52	56
Public Building Inspections	17	12
Meat Inspections	80	79
Caravan and Camping Inspections	9	9
Waste and Reserves		
Kerbside Bin Services	2589	
Public Place Bin Services	136	136
Total Waste to Landfill	2125.637†	2076.78†
Corporate Services		
Incoming Correspondence Recorded	8535	14,007
Outgoing Mail Recorded	5912	6045

Statistic	20/21	21/22
Internal Memos Recorded	2473	2648
Department of Transport Licencing Transactions Total	8421	7675
Department of Transport Licencing Transactions Average per Month	702	640
Contributions	\$404,309	
Donations	\$8,546	
Rate Waivers	\$47,777	
Rate Waivers - statutory property revaluations (one-off Covid-19 response)	\$74,493	
Awards	\$1,130	
Governance		
Minor Complaints Recorded	0	
Gift and Travel Declarations	0	
Public Interest Disclosure	0	0
Number of Local Laws Created/Adopted/Amended	0	0
Freedom of Information Requests	4	4
Citizenship Ceremonies	4	4
New Citizens Conferred	11	18
Your Denmark Total Visits	9500+	6600+
Facebook Reach	290,551	104,416



Statistic	20/21	21/22
Facebook Page Visits	17,252	41,056
Website Page Views	312,048	386,944
SMS Alerts Subscribers	993	1664
e-Newsletter Subscribers	283	525
News Items Published to Website	141	203
Total Approximate Number of Shire References in Media	129	351

Development Use

	2019/ 2020		2020/ 2021		2021/ 2022	
Single Dwelling	39	\$12,417,863	65	\$19,522,227	55	\$20,420,065
Additions to Single Dwelling	27	\$1,138,293	31	\$1,561,115	34	\$1,250,850
Outbuildings	54	\$1,796,276	53	\$1,436,642	25	\$723,189
Rural Outbuildings	5	\$307,185	10	\$329,360	20	\$971,120
Commercial and Industrial	5	\$360,000	11	\$1,835,294	7	\$1,486,500
Year Totals	130	\$16,019,617	170	\$24,684,638	141	\$24,851,724

Planning Applications

Proposal Type	Number of Applications	Cost of Development	Delegated Authority	Council	SJDAP
Single House	52	\$19,511,542	52		
Single House Additions/ Alterations	35	\$ 12,508,50	34	1	
Second House	3	\$908,523	3		
Ancillary Accommodation	3	\$298,323	3		

Proposal Type	Number of Applications	Cost of Development	Delegated Authority	Council	SJDAP
Rural Pursuit	3		3		
Holiday Home (Standard)	13		13		
Holiday Home (Large)	8		8		
Holiday Accommodation	7	\$914,500	7		
Outbuilding	25	\$723,189	25		
Rural Outbuilding	20	\$971,720	20		
Change of Use	6		5		
Signage	4	\$8,475	4		
Use Not Listed	2	\$861,000	2		
Commercial & Industrial	5	\$625,500	5		
Dam	2		2		
Extractive Industry	1		1		
Rainwater Tank	5	\$228,990	5		
Holiday Home Approval Renewals	10	-	10		

Proposal Type	Number of Applications	Cost of Development	Delegated Authority	Council	SJDAP
Subsequent (retrospective) approval	13	\$298,200	13		
Amendments to Planning Approvals	29		28	1	
Totals	246	\$25,349,962	243	2	0

Compliance

Register of Complaints

A local government is required to keep a register of minor complaints that result in a finding by the Local Government Standards Panel. During 21/22 there were no minor complaints recorded in the Register.

Compliance Audit Return (CAR)

Each year a local government is required to carry out a compliance audit return for the period 1 January to 31 December. In the period 1 January 2021 to 31 December 2021, the Shire had only one area of non-compliance related to timing for adopting a revised code of conduct for Councillors, committee members and candidates. A copy of the CAR is available on Council's website.

Financial Returns

All Elected Members, designated employees and employees who have delegated authority under the Local Government Act 1995 and section 2014(2), (3) or (5) of the Planning and Development Act 2005, must complete a Primary Return within three months of commencing a relevant position. An Annual Return must then be completed prior to 31 August each year. All required Financial Returns were submitted on time in the 21/22 Financial Year.

Delegations of Authority

Delegations provide Council employees with the power to carry out certain functions and duties and make determinations which would ordinarily be required to be determined by a formal Council decision. The Council can delegate to the CEO the exercise of any of its powers or duties under various Acts, apart from those specified in section 5.43 of the Local Government Act 1995. The CEO may sub-delegate to any employee any of those powers or duties, other than the power of delegation, subject to any conditions imposed by the Council. The Act requires the CEO to keep a register of Delegations and for those delegations to be reviewed once annually. A copy of the Register can be found on the Shire's website.

Gift and Travel Declarations

Council Members and Designated Employees are required to declare notifiable gifts within 10 days of their acceptance. In 21/22 there were no declarations of notifiable gifts or travel made. All declarations made are recorded in a public register which is available at the Shire Office or on the Shire's website.

Public Interest Disclosures

As a public authority, the Shire has an obligation to provide information under the Public Interest Disclosure Act 2003. No public interest disclosures were received during 21/22.

Citizenship Ceremonies

Australian Citizenship Ceremonies are important events. Whilst fulfilling the requirements under Australian citizenship law, they also offer Local Governments an opportunity to welcome new citizens as full members of the Australian community. Local Governments have delegated authority from the Federal Government to officiate Citizenship Ceremonies with the Shire President, Deputy Shire President or the CEO able to preside at the service. In 21/22, four ceremonies were held, welcoming 18 new Australian citizens.

Local Laws

During 21/22 Council did not adopt any new local laws.

Record Keeping Report

The Shire's Recordkeeping Plan completed its 5-year revision in 2021. The next review is due in 2026.

As part of the review, it was acknowledged that the Shire was lacking in several areas which were reported on last year. Progression has been made in proper recording of Personnel records and information. New Cemetery software has been populated and recording of administrative information has begun. The Shire was also found to be lacking in adequate storage facilities for State Archives. This situation remains. Storage of archived records including State Archives continues to be outsourced to an approved records storage facility. The Shire continues to provide training to all new staff within one month of commencement. The program includes information on the requirement to keep business evidence, the responsibilities of all Shire officers; training on the use of the electronic Documents & Records Management System (eDRMS); the processes of recording business evidence. Staff are provided a copy of the RKP as well as the RIMPPM (Records Information Management Policy and Process Manual) and advised of their responsibility to comply.

As part of RKP 2021005, the training program includes:

- One on one induction training on commencement of employment
- Implementing annual compulsory recordkeeping training
- Annual training for elected members on their responsibilities
- Implementation of Individual on-line training and assessment on the requirements of keeping business evidence
- Support made available to all staff during working hours

The training program is evaluated regularly with the following procedures to determine that all staff receive regular training and are keeping adequate business evidence.

- Maintaining records of staff training and reporting attendance to the Executive
- Inclusion of recordkeeping as a Performance Requirement in staff Annual Performance reviews
- Maintaining Statistical evidence to monitor the number of records created, thus gauging staff participation in recording

Both Records Officers have completed all applicable record keeping courses including Records Management, Keyword Classification, Record Disposal and Implementing a Digitisation Program.

This financial year the Shire recorded 14,007 (8,535 in 2020/21) pieces of incoming correspondence, 6,045 (5,912 in 2020/21) pieces of outgoing correspondence and 2,648 (2,473 in 2020/21) internal memos. This shows an increase of 34% over last financial year. 91 boxes of records were archived. Due to resourcing, no destruction of records has taken place for three years.

Freedom of Information Report

In the 2021/22 financial year the Shire received two valid applications for access to non-personal information and carried over two valid applications from the previous financial year. All four applications were completed within financial year 2021/22. There were no applications for Internal Review. The Shire collected a total of \$946.00 comprising of the statutory application fee (\$30) for 2 applications and the remainder for the time spend processing the applications. The average time to complete each application was 27 days of the 45 permitted.

Employee 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 entitlements. Set out below, in bands of \$10,000, is the number of employees of the Shire remunerated with an annual salary of \$130,000 or more. The figures below represent a cash base salary but do not include vehicle allowances, non-monetary benefits such as professional memberships or superannuation of up to 14.5%.

2021/22 Employee Remuneration

Salary Range \$	Number of Employees
130,000 - 139,999	
140,000 - 149,999	1
150,000 - 159,999	1
160,000 - 169,999	
170,000 - 179,999	
180,000 - 189,999	1

The CEO remuneration package totalled \$241,616.

Risk Management

Shire's policy is to achieve best practice (aligned with AS/NZS ISO 31000:2018 Risk Management) in managing all risks that may affect the Shire, its customers, people, assets, functions, objectives, operations, or members of the public. A Risk Management Framework ensures:

- strong corporate governance
- compliance with relevant legislation, regulations, and internal policies
- compliance with Integrated Planning and Reporting requirements
- uncertainty and its effects on objectives are understood

This Framework aims to balance a documented, structured and systematic process with the current size and complexity of the Shire.

Disability, Access and Inclusion

Under the *Disability Services Act 1993*, all Western Australian public authorities are required to develop and implement a Disability Access and Inclusion Plan, addressing seven desired outcomes;

- 1. People with disability have the same opportunities as other people to access the services of the Shire of Denmark and any events organised by the Shire of Denmark.
- 2. People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Denmark.

- 3. People with disability receive information from the Shire of Denmark in a format that enables them to access the information as readily as other people are able to access it.
- 4. People with disability receive the same level and quality of service from the staff of the Shire of Denmark as other people receive.
- 5. People with disability have the same opportunities as other people to make complaints to the Shire of Denmark
- 6. People with disability have the same opportunities as other people to participate in any public consultation with the Shire of Denmark.
- 7. People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Denmark.

Progress for the 2021/2022 year includes:

- International Day of People with Disability - free screenings of From Sky to Sea in partnership with Movies With Meanings.
- Creative Solutions pilot program for early-onset dementia in partnership with the Denmark Community Resource Centre.
- Installation of a hand-rail at Lights Beach on the pathway leading from the car park to the dog beach to facilitate access to users of different abilities.
- Upgrade of two accessible parking bays at the Shire's Administration Office.
- Operated a monthly book group for seniors and for people with visual disabilities at Denmark Public Library.