

Shire of Denmark
Minutes



**SHIRE OF DENMARK
SUSTAINABLE PROJECTS COMMITTEE**

HELD IN THE COUNCIL RECEPTION ROOM,
953 SOUTH COAST HIGHWAY, DENMARK
ON TUESDAY, 7 FEBRUARY 2023

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Council Committee Meeting

07 February 2023

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2.58pm – The Presiding person declared the meeting open.

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

Cr Jan Lewis (Presiding Person)
 Cr Kingsley Gibson, Deputy Shire President
 Cr Clare Campbell – arrived 3.25pm
 Cr Donald Clarke

STAFF:

David King, Deputy Chief Executive Officer
 Damian Schwarzbach, Manager Sustainable Projects
 Laura Delbene, Sustainable Projects Officer

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Matt Ramrath – Hansons
 Anna Ramrath
 David Stockdale – Stockdale Building

3. DECLARATIONS OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

5. CONFIRMATION OF MINUTES

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

| | |
|--|---------------------|
| COMMITTEE RESOLUTION & OFFICER RECOMMENDATION | ITEM 5 |
| MOVED: CR GIBSON | SECONDED: CR CLARKE |
| That the minutes of the Sustainable Projects Committee Meeting held on the 01 November 2022, be confirmed as a true and correct record of the proceedings. | |
| CARRIED | |

6. PRESENTATIONS**6.1 HANSONS**

Matt Ramrath provided the Committee with an explanation of the sustainable initiatives Hansons are developing to reduce the carbon emissions of concrete production.

Matt provided the following information:

- Worldwide concrete production contributes 7% of the worlds carbon emissions.
- There is a lower carbon emission concrete available from Hansons Albany which includes up to 65% slag.
- The Hansons Denmark plant only used rainwater from 2014-20 for concrete production, but due to low rainfall has had to on occasions since 2020 to utilise some scheme water.

Outcome

1. Officers to evaluate engineered design for any concrete works to ensure specifications are suitable.
2. Officers to update weighting requirements for Sustainable Procurement in RFQ and tender evaluation documents.

Cr. Clare Campbell entered the room at 3.25pm

6.2 STOCKDALE BUILDING

David Stockdale provided the Committee with an explanation on the practices his company employs to reduce waste.

David provided the following information:

- Stockdale Building has a “No Skip Bins” philosophy.
- They practice reducing waste at all times including separating waste into 3 piles which are then loaded onto the trailer to be disposed of correctly at the Denmark Waste Facility.

Outcome

3. Officers to create supplementary information to the Sustainable Homes brochure to include education about building waste reduction practices with examples from Stockdale Building.

7. OFFICER REPORTS**7.1 WATERWISE ACCREDITATION**

| | |
|--|--|
| File Ref: | COMM.SPC/REM.33 |
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | N/A |
| Disclosure of Officer Interest: | Nil |
| Date: | 7 February 2023 |
| Author: | Damian Schwarzbach, Manager Sustainable Projects |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | Nil |

The Manager of Sustainable Projects lead a discussion on the reporting requirements and time required to maintain the Shire’s Waterwise accreditation.

The Committee discussed the report and suggested to Officers’ that they were comfortable with NOT pursuing Waterwise accreditation. The reason being, the Sustainability Strategy and Action Plan partnered with the Azility reporting platform addresses the monitoring required to ensure the Shire is working towards minimising water usage.

Outcome

4. Officers to not renew Waterwise Accreditation.

7.2 TREATED WASTEWATER PROJECT UPDATE

| | |
|--|---|
| File Ref: | PROJ.ENG.31.20/21 |
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | Mclean Park |
| Disclosure of Officer Interest: | Nil |
| Date: | 7 February 2023 |
| Author: | Laura Delbene, Sustainable Projects Officer |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | Nil |

Summary:

The Shire of Denmark has entered into a recycled water supply agreement with Water Corporation. The agreement is for 15 years, supplying 140kL per day to irrigate the oval at Mclean Park. There is no recycled water supply charge to the Shire.

The Shire works for the project include works at Mclean Oval to be able to accept the treated wastewater and a pipeline connecting to the boundary of the wastewater treatment plant.

Water Corporation works includes necessary water treatments plant works and a pump station to provide pressure for delivery of the wastewater.

The Shire has installed a second 200kL tank and upgraded the irrigation system as part of the project. The project scope requires the Shire to establish a pipeline from Zimmerman Street to the tank at Mclean Park; this is in the draft budget for 2022/23.

The project aligns with the Shire's Sustainability Action Plan and delivers a positive outcome for our environment. Currently, all wastewater discharges to a creek that enters the Wilson Inlet adjacent to the Ricketts Reserve.

Update:

The Shire section of pipeline has been installed with Denmark Plumbing reaching practical completion of the contract on Thursday 2nd February. Installation went to plan with only a small amount of rock and hard digging encountered. There were no reports of any adverse impacts and generally there was little disruption to residents and businesses.

There are a couple of items yet to be installed (including valves, water monitoring meter, sampling tap) that were identified by the Department of Health (DoH) as part of the in-principle approval received since the last meeting. Officers will be meeting with Water Corporation Regional Project Leader and Water Quality Advisor in the coming days to further discuss the Water Quality Management Plan and DoH requirements so that full approval will be achieved once the pipeline and pumping infrastructure is commissioned, tested and ready to use.

The Shire pipeline remains capped off at both ends until Water Corporation are ready to connect. They are still working to a tentative start date for the construction of 11th April 2023, planning to be finished by 25th May 2023 at this stage. They will endeavour to carry out all works impacting the public or any shutdowns outside of the holiday periods as much as possible.

Risk:

| Risk | Risk Rating (Prior to Treatment or Control) | Risk Action Plan (Controls or Treatment proposed) | Risk Rating (Post Treatment or Control) |
|--|---|---|---|
| Financial: Due to the project delivery timeframe extension, the pipeline's supply and installation cost may increase. | Moderate (5-9) | Accept Risk | Moderate (5-9) |
| Reputational: Water Corporation project costs are not approved, so the project doesn't progress. | Low (1-4) | Accept Risk | Low (1-4) |

Next Steps:

Continue to work with Water Corporation to progress the DoH application and Recycled Water Quality Management Plan.

7.3 POWER PROJECT UPDATE

File Ref:

| | |
|--|---|
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | Various |
| Disclosure of Officer Interest: | Nil |
| Date: | 7 February 2023 |
| Author: | Laura Delbene, Sustainable Projects Officer |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | Nil |

Summary:

The Shire of Denmark wishes to consume electrical energy with net-zero emissions. This can be achieved by installing additional behind-the-meter photovoltaic (PV) generation sufficient to achieve an annual net-zero energy balance and/or contract from external renewable generation.

The project's first stage is to reduce the organisations dependence on external generation by installing PV. A typical approach to PV installation is to match daytime use. However, this approach would limit the project's success in missing the opportunity of existing roof space and requiring reliance on external generation for a significant load requirement outside of effective PV generation times.

It is proposed to maximise the Shire's PV opportunity by managing the energy balancing of timing mismatches between self-generation and loads with local energy storage.

Future stages would look to incorporate non-contestable supplies by including enough behind-the-meter PV to be eligible to enter the Wholesale Energy Market (WEM).

The final stage would be to purchase any shortfall via external renewable generation.

Update:

The Shire has engaged Power Research and Development (PRD) to develop the project scope. The project's first stage is to focus on grid connection points where the behind-the-meter power usage will exceed 50MWh. This is because these connection points become contestable and not tied into a Synergy contract supply agreement.

Three (3) Zones have been identified that should meet these criteria where the behind-the-meter works are considered feasible. These are:

Administration Zone – Total 64MWh

Administration Building
CEO House

McLean Park Zone – Total 76MWh

Recreation Centre
McLean Oval

Town Zone – Total 35MWh + EV charging

Berridge Park
Thornton Park
Kwoorabup Park
War Memorial
Morgan Richards Community Centre Area
EV fast charger

After recently receiving more detailed designs for the three zones, the Shire are now seeking indicative costs on supply and installation of the electrical infrastructure for two of the zones - Shire Administration Zone, and Mclean Park Zone. The Town Zone design requires further revision to incorporate recent changes the planned EV charging infrastructure that is being progressed.

The cost estimates will include estimates of all Western Power requirements to implement the project, future Photo Voltaic (PV) panel installation and details of any assumptions or refinements to the concept design and will inform the business case.

Risk:

| Risk | Risk Rating (Prior to Treatment or Control) | Risk Action Plan (Controls or Treatment proposed) | Risk Rating (Post Treatment or Control) |
|---|---|--|---|
| Financial: The project is provisioned on the assumption of a return on investment from energy cost savings. With the current economic environment, there is a risk that the timeframes for a return on investment are extended or not met. | High (10-16) | Manage by obtaining construction quotes to inform the business case prior to awarding a contract | Moderate (5-9) |
| Financial: The project is provisioned on the assumption of a return on investment from energy cost savings. Changes in the energy market could affect the return on investment. | Low (1-4) | Accept Risk | Low (1-4) |

Next Steps:

Officers will progress with a business case once the costings have been received to determine a return on investment. This will be presented to the Committee for further consideration.

7.4 EV CHARGER PROJECT

File Ref:

| | |
|--|---|
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | Various |
| Disclosure of Officer Interest: | Nil |
| Date: | 7 February 2023 |
| Author: | Laura Delbene, Sustainable Projects Officer |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | Nil |

Summary:

On 30 November 2020 the Western Australian State Government released the Electric Vehicle (EV) Strategy with initiatives aimed at preparing for the transition to low and zero-emission electric vehicles. This included the creation of an EV highway network throughout regional Western Australia to facilitate travel reaching north to Kununurra, through the southwest as far round as Eucla and east to Kalgoorlie. A progressive roll out will see the State's electric vehicle network fully operational by 2024, with 49 locations across Western Australia set to receive charging infrastructure. Denmark was not identified as a strategic location, falling between proposed charger installations in Albany and Walpole.

Availability of EV chargers in Denmark are currently limited, with the Shire offering 1 x 15-amp public charger on western side of the building. Informal public use of the Shire chargers (2 x 15 amp plugs and 1 x dedicated Tesla charger 33kW) under the carport on east side of the building has been occurring, with increased demand for EV charging infrastructure in Denmark evidenced over the recent Christmas break by the queue of EV cars waiting to charge at the Shire Administration building. There are several accommodation providers who offer EV charging (AC only). However, this is for paying guests and not publicly available. There is no DC fast charging infrastructure in Denmark to date.

An application is currently pending with Western Power (WP) for the upgrade of power required to support the installation of a DC fast charger in town. However, this is subject to WP timeframes that can take numbers of months for design and construction phases. Officers have therefore progressed with the installation of an AC charger in town to help meet demand whilst the WP application progresses.

Due to power constraints in town, the only viable location is at Berridge Park where available power can support a dual 22K/W AC charger capable of delivering up to 30km of travel per 15-minutes depending on individual car capability. The installation will require two existing parking bays be dedicated for exclusive use for EV charging and the charger will be located within the Shire managed road reserve.

Risk:

| Risk | Risk Rating (Prior to Treatment or Control) | Risk Action Plan (Controls or Treatment proposed) | Risk Rating (Post Treatment or Control) |
|---|---|---|---|
| Community Expectation: Reduced availability of street parking (2 bays) for non-electric vehicle owners | Low (1-4) | Accept Risk | Low (1-4) |
| Regulatory: That non-electric vehicles will park in the EV charging bays. | Moderate (5-9) | Accept Risk - Manage by installation of appropriate signage and enforcement of Parking Local Laws | Low (1-4) |
| Community Expectation: The charger does not meet immediate EV charging demands/requirements | Moderate (5-9) | Accept Risk – Communicate plans for additional infrastructure | Moderate (5-9) |

Progress:

Officers have procured an Ocular IQ Dual 22k/W charger through EVSE Australia and appointed Powley Electrical to do the installation. The unit will be commissioned with 'Exploren' charging software which users easily download a free app for to use.

There are 5 main types of tariff structures that can be set (figures are examples only):

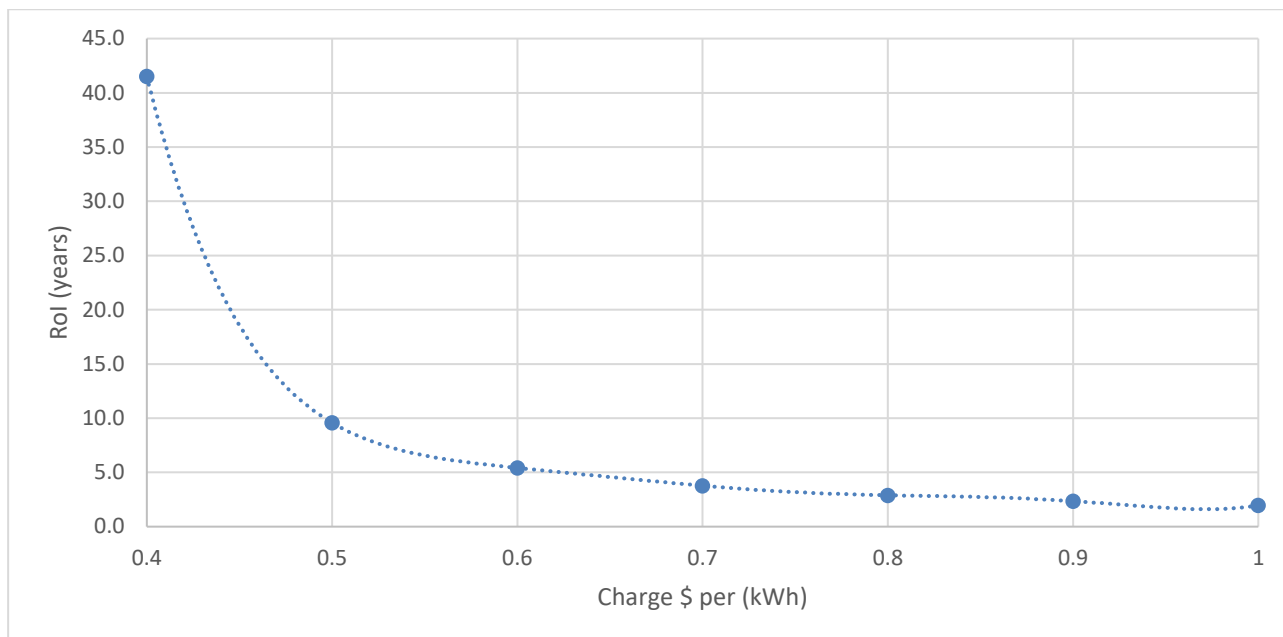
- Flat rate
e.g. \$ 25 flat rate no matter how much energy is used
- Duration
e.g. \$0.25/30 mins
- Energy
e.g. \$0.25/kWh
- Duration + Energy
e.g. \$0.25/kWh + \$0.25/30mins
- Duration + Energy Time of Day
e.g. \$0.45/kWh + \$0.25/30mins from 6AM to 4PM and \$0.25/kWh from 4PM to 6AM

The current cost of electricity inclusive of service charges at Berridge Park averages around 37c p/kWh. The average tariff for EV charging across the southwest is 45c p/kWh (noting this is predominantly for DC fast charging, ultrafast charging attracts a higher rate of around 60c p/kWh).

Figure 1 shows the return on investment against kWh charge for use. This is based on the following assumptions:

- 11kWh charge rate for 4 hours per day, 365 days/year
- \$20,000 installation cost

Figure 1 – Return on investment against kWh charge.



An item will be brought to the February Council meeting to set the tariff rate and structure and inclusion in the 2022/2023 Schedule of Fees and Charges in accordance with Sections 6.16 & 6.19 of the *Local Government Act 1995*. In the meantime, delivery and installation is anticipated in mid-February in which the unit can be installed and operational without charge to the public until notification of the date the tariff becomes effective has occurred.

Next Steps:

Update the community on the proposed EV charging station and oversee the installation. Advertise the effective tariff date once the item has been considered at the February Council meeting.

Outcome

5. Officers to confirm Town of East Fremantle 22KW EV station charge rates.

7.5 CLIMATE DASHBOARD

| | |
|--|------------------------|
| File Ref: | ORG.108 |
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | N/A |
| Disclosure of Officer Interest: | Nil |
| Date: | 31 January 2023 |
| Author: | David King, Deputy CEO |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | Nil |

The Deputy CEO will lead a discussion on the progress of the Climate Dashboard.

7.6 PRIORITISATION OF SUSTAINABLE ACTION PLAN PROJECT

| | |
|--|---|
| File Ref: | COMM.SPC/REM.33 |
| Applicant / Proponent: | N/A |
| Subject Land / Locality: | N/A |
| Disclosure of Officer Interest: | Nil |
| Date: | 7 February 2023 |
| Author: | Damian Schwarzbach, Manager Sustainable Projects |
| Authorising Officer: | David King, Deputy CEO |
| Attachments: | 7.6a Sustainable Projects Committee Prioritisation List |

Held over.

7.7 TASK LIST

Held over

8 GENERAL BUSINESS

8.1 CUNDALL SUSTAINABLE BUILDING AUDIT REPORT

Outcome

6. Officers to circulate to Councillors the Sustainable Building Audit report..

9 NEXT MEETING

It is recommended that the next meeting of the Sustainable Projects Committee be held on the 7 March 2023 at the Shire of Denmark Council Chambers commencing at 2pm.

10 CLOSURE OF MEETING

4.55pm – There being no further business to discuss, the Presiding Person closed the meeting.

These minutes were confirmed at the meeting of the _____

Signed: _____

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

| CBP or OP | Number | Pillar | Item | Action | Directive | Responsibility | Resourcing Required | Measure of Success | Ref | Average |
|-----------|--------|---|-----------|--|---|--|---------------------|---|--------------|---------|
| OP | 8 & 9 | Sustainable Materials & Products & Zero Waste | SM3 & ZW9 | "Get rid of the disposable coffee cup" Project | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Sustainable Projects | New | Develop and Distribute the resource pack to Local businesses. | Complete | 5 |
| OP | 9 | Zero waste | ZW12 | Recycling bins in the CBD trial | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Sustainable Projects | New | 2 x trial recycling bins in operation in the CBD | In progress | 4.75 |
| OP | 7 | Sustainable Travel & Transport | ST3 | Reduce the carbon footprint for the fleet of corporate vehicles; including consideration of Council fleet vehicles to be electrical or hybrid. | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Technical Services - Engineering | New | Carbon footprint of Council fleet vehicles reduced by a minimum of 50 per cent by 2030. | 7.1 Ongoing | 4.5 |
| OP | 8 | Sustainable Materials & Products | SM2 | Direct industry and public on where to access information on sourcing and selecting sustainable building materials. | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Sustainable Development - Building | New | Links provided on Shire website to sources of information on sustainable building materials. | 8.3 Complete | 4 |
| OP | 6 | Local & Sustainable Food | SF5 | Partner with the Chamber of Commerce and State government in supporting investigation into sustainable farming products (i.e. viability of a local food processing plant and local or mobile abattoir). | <i>WA Health Meat Inspection Branding and Processing Regulations (1950)</i> | Sustainable Projects | New | Engagement with key partners in responding to requests to support industry on case-by-case basis. | 6.2 | 3.75 |
| OP | 10 | Zero Carbon Energy | ZC1 | Audit Greenhouse Gas Emissions for Shire activities and investigate purchase of software to record and audit data annually for Shire operations. | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Sustainability | New | Develop baseline data for carbon emissions and audit trends over time. | 10.2 | 3.75 |
| OP | 9 | Zero Waste | ZW8 | Support local builders to reduce waste via recycling and reusing commercial and industrial waste as repurposed materials; including investigating licencing requirements to recycle waste from building contractors. | <i>Great Southern Group of Councils Regional Waste Strategic Plan (2014-2018)</i> | Waste & Reserves | New | Reduced commercial and industrial waste. | 9.4 | 3.5 |
| OP | 10 | Zero Carbon Energy | ZC6 | Provide information to community and general public regarding battery and storage options for new residential properties - broader comment | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Sustainable Projects | New | Information made readily available to public on alternative energy options. | 10.3 | 3.5 |
| OP | 5 | Sustainable Water | SW5 | Install water bottle refill facilities at strategic locations across the Shire. | <i>Shire of Denmark Sustainable Events Policy P100516</i> | Sustainable Projects & Technical Services - Assets | New | Installation of water refill facilities to enable compliance with Sustainable Events Policy at Shire events. | 5.1 | 3.25 |
| OP | 7 | Sustainable Travel & Transport | ST4 | Investigate and trial cultural change programs that will see reduced reliance on fossil fuel transport by staff. | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Governance - Human Resources | New | Programs implemented to reduce fossil fuel usage by Shire staff. | 7.4 | 3.25 |
| OP | 4 | Land & Nature | LN2 | Investigate options to develop an objective environmental impact measuring tool to guide decision making for procurement. | <i>Shire of Denmark Environment Policy P100503</i> <i>Shire of Denmark Purchasing Policy P040220 (5) Sustainable Procurement</i> | Sustainable Projects | New | Redesign evaluation matrix for procurement to include, as far as is practicable, objective environmental considerations. | 4.1 | 3 |
| OP | 5 | Sustainable Water | SW3 | Investigate fire-resistant options for installation of durable water tanks on Shire buildings and administration building plumbed to building to be used on grey water system (toilets and washing). | <i>Shire of Denmark Water Efficiency Action Plan (2017-2022)</i> | Technical Services - Assets | New | Increased number of water tanks and pumps installed on Shire buildings and plumbed into the toilets and greywater system. | 5.1 | 3 |
| OP | 6 | Local & Sustainable Food | SF7 | Support delivery of education on sustainable food production (i.e. regenerative farming). | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Governance - Economic Development | New | Delivery of education on sustainable food production practices. | 6.4 | 3 |
| OP | 9 | Zero Waste | ZW7 | Investigate funding opportunities to divert waste water from the inlet to the Golf Course and Denmark Agricultural College. | <i>Shire of Denmark Water Efficiency Action Plan (2017-2022)</i> | Sustainable Projects | New | Identification of potential funding sources for waste water reuse to irrigate key community assets. | 9.2 | 2.75 |

| | | | | | | | | | | |
|----|---|--------------------------------|------|--|---|--------------------------------------|-----|---|-----|------|
| OP | 9 | Zero Waste | ZW11 | Investigate best practice sustainable fish cleaning, composting and offal disposal stations for installation at key Shire sites. | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Community Services - Ranger Services | New | Investigations undertaken on feasibility of installing fish cleaning, composting and offal disposal stations at relevant Shire sites. | 9.3 | 2.75 |
| OP | 7 | Sustainable Travel & Transport | ST8 | Support community initiatives for communal travel options (i.e. community shuttle bus to Greens Pool). | <i>Shire of Denmark Sustainability Strategy (2021-2031)</i> | Governance - Economic Development | New | Communal travel options investigated. | 7.4 | 2.5 |