



Notes

STRATEGIC BRIEFING FORUM

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK, ON
TUESDAY, 20 NOVEMBER 2018, COMMENCING AT 1.00PM.

The Council Forum and Briefing session follows the suggested format proposed by the Department of Local Government Operational Guidelines (Number 5 January 2004). The role of such forums is to allow opportunity for elected members and senior officers of the Council to come together outside of the formal meeting process to discuss matters that do not require formal decisions, do not discuss matters on the Ordinary Council Meeting Agenda but to discuss matters that might be conceptual (brain storming etc.), informative (updates on progress with matters) or administrative in nature. For this reason they are normally held 'in committee'. Disclosures of Financial, Impartiality and Proximity interests are still to be recorded and dealt with if they arise.

1. DECLARATION OF OPENING/ANNOUNCEMENTS BY THE PERSON PRESIDING

RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Ceinwen Gearon (Shire President)
Cr Peter Caron (Deputy Shire President)
Cr Mark Allen
Cr Kingsley Gibson
Cr Jan Lewis
Cr Janine Phillips
Cr Roger Seeney

STAFF:

Bill Parker (Chief Executive Officer)
Cary Green (Director Corporate and Community Services)

APOLOGIES:

Gilbert Arlandoo (Director Infrastructure and Assets)
Annette Harbron (Director Sustainable Development)

ON LEAVE OF ABSENCE:

Cr Ian Osborne (pursuant to Council Resolution No. 010418)
Cr Rob Whooley (pursuant to Council Resolution No. 011018)

ABSENT:

Nil

DECLARATIONS OF INTEREST:

Nil

2. REPORTS & PRESENTATIONS

2.1 Telephone System

The Manager Corporate Services and Customer Service Coordinator provided the Councillors with an update on the Shire's new telephone system. The Customer Service Coordinator explained that the next phase of implementation would include the activation of an automated answering attendant.

The attendant would allow customers to select from a menu to provide direct access to the area on interest. It is envisaged that the attendant would improve service levels.

2.2 Denmark Community Resource Centre

The Denmark Community Resource Centre attended the meeting to provide an overview of their activities and to express interest in any opportunities that may arise. This would include any service that the Shire is currently delivering that could be outsourced to the Centre.

2.3 Draft Long Term Financial Plan

The Director Corporate and Community Services presented the draft Long Term Financial Plan (LTFP) including the underlying assumptions and forecast financial position of the Shire over the next 15 years.

The draft plan has been prepared on a 'business as usual' basis without the inclusion on any transformational projects. The Councillors requested that the administration use the draft plan as a working document and further discuss the inclusion of transformational projects with the elected group in early 2019.

3. GENERAL BUSINESS

Nil

4. CLOSURE

3:30pm