



Notes

STRATEGIC BRIEFING FORUM

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK, ON
TUESDAY, 19 MARCH 2019, COMMENCING AT 12.01 PM.

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**

In the absence of the Shire President and Deputy Shire President, the Chief Executive Officer opened the meeting at 12:01pm and called for nominations for a Presiding Person. Councillor Gibson nominated Councillor Lewis. Councillor Lewis accepted. There being no further nominations, Councillor Lewis assumed the position of Presiding Person.

RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Mark Allen
Cr Kingsley Gibson
Cr Jan Lewis (Presiding Person)
Cr Ian Osborne
Cr Janine Phillips
Cr Roger Seeney
Cr Rob Whooley

STAFF:

Bill Parker (Chief Executive Officer)
Cary Green (Director Corporate and Community Services)
David King (Director Assets and Sustainable Development)
Clint Daw (Coordinator Assets and Maintenance) for item 2.1
Robyn Fairclough (Manager Library Services) for item 2.2
David Schober (Manager Community Services) for item 2.2
Teiga Murray (Corporate Planning Officer) for Item 2.5

APOLOGIES:

Cr Ceinwen Gearon (Shire President)

ON LEAVE OF ABSENCE:

Cr Peter Caron (Deputy Shire President) (pursuant to Council Resolution No. 010219)

ABSENT:

Nil

DECLARATIONS OF INTEREST:

Nil

2. REPORTS & PRESENTATIONS

2.1 Lime Quarry

The Coordinator Assets and Maintenance, Mr Clint Daw attended the meeting and provided the elected group with an update on the Lime Quarry at Ocean Beach. The activities to date had been very successful with 14,000t already paid for. Early reports suggest that the quality was very good.

Mr Daw provided Councillors with an overview of the mine closure process and the rehabilitation work that was required each year. Given the current approach and work being completed each year, the resources required to rehabilitate the mine will be minimal compared to initial assumptions.

2.2 Library Business Plan

The Manager Library Services, Mrs Robyn Fairclough presented an overview of library services in Denmark. The presentation summarised the services delivered by the library, the consideration being given to expand the service offering and highlights over the past 12 months including the excellent performance of the Library in the Community Scorecard Survey.

The Councillors congratulated Mrs Fairclough with regard to the Library's continued outstanding performance.

2.3 John Clark Memorial Bandstand

The Chief Executive Officer, Mr Bill Parker provided an update on the condition and renewal costs associated with the John Clark Memorial Bandstand. Mr Parker explained that the Shire had closed public access to the bandstand after an asset inspection assessed components of the structure as 'very poor'. The Shire subsequently commissioned a structural report.

The report suggests that various components of the structure require renewal at a cost of approximately \$90,000.

The Director Assets and Sustainable Development, Mr David King will prepare an item for Council to consider over the coming months in relation to the bandstand. The report will also include consideration being given to the Riverside Stage 2 report.

2.4 Amendments to Officer Recommendations

Mr Parker discussed various governance issues associated with agenda reports, strategic direction and amendments. Mr Parker reinforced the importance of high levels of engagement between Councillors and staff in preparing amendments so that appropriate consideration can be applied.

Mr Parker suggested that staff were reviewing agenda settlement processes to ensure that the Councillors are receiving quality reports and attachments.

2.5 Councillor Project Identification Process

The Corporate Planning Officer, Ms Teiga Murray discussed the project identification and team planning process with Councillors.

Ms Murray requested that Councillors complete the project identification forms by the end of April 2019.

3. GENERAL BUSINESS

3.5 Items for potential discussion at subsequent Strategic Briefing Forums

Nil

4. CLOSURE

3:03pm