



Notes

STRATEGIC BRIEFING

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK, ON
TUESDAY, 20 DECEMBER 2022, COMMENCING AT 11:00AM

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
Cr Kingsley Gibson – departed at 12:20pm
Cr Donna Carman
Cr Clare Campbell
Cr Donald Clarke
Cr Nathan Devenport – arrived at 1:18pm
Cr Jan Lewis
Cr Jackie Ormsby
Cr Janine Phillips – arrived at 11:23am

STAFF:

David Schober (Chief Executive Officer)
Gina McPharlin (Director Corporate and Community Services)
Claire Thompson (Governance Coordinator)

APOLOGIES:

David King (Deputy CEO)

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST:

Cr Campbell declared an interest in relation to discussions on a new lease for the Denmark Lions Club and the Kwoorabup Nature School in that her child attends the Kwoorabup Nature School.

2. REPORTS & PRESENTATIONS

11:00am

2.1 Councillor Round-Up

Cr Clarke

- Attended a site visit to Denmark Primary School regarding car parking issues. Will leave with officers to manage with School Principal.
- Denmark Aquatic Centre Committee Inc. convened their AGM. Cyril Edwards returns as President. DACCI concerned the development is “too far down the road”.
- Denmark Arts held a very successful X-Mas Markets, celebration and Parade. The revised format appeared to work very well.

Cr Lewis

- Discussed Ocean Beach over beach launching temporary closure and next steps. Discussed options including a seasonal temporary closure. This will be a Council report at some point.

Cr Carman

- Raised the issue of wheelchair access at the Civic Centre. This will be tabled with the Disability Services Advisory Committee for review and feedback.
- CBD power supply is causing business interruption. The Shire will partner with the Denmark Chamber to investigate options to complete a power supply audit of the Denmark CBD early in 2023. Shire waiting for DCC response.

Cr Ormsby

- Raised community concerns/feedback regarding eScooters. The report will be debated at the Council meeting.
- Raised feedback received on the Seniors Luncheon and suggested some promotional opportunities for next year.

Cr Gibson

- Asked if Parry’s Beach will be monitored with the temporary closure of boat launching at Ocean Beach.

ACTION: 2 Road counters have been placed at Parry’s Beach to record traffic volume over the Christmas period.

Cr Phillips

- Asked if Peaceful Bay signage could be reviewed with the temporary closure of boat launching at Ocean Beach.

ACTION: A sign audit and risk analysis has been conducted to inform the Shire.

Cr Campbell

- Noted the increased pressures on the Ranger team at the Shire this time of year and enquired as to how this is being managed.
The Director and CEO responded to the operational improvements and resourcing that has been made over the last 2 years. This team will be reviewed again ahead of the 2023 budget build with respect to resourcing.
- Noted the Local Emergency Management Committee recently received a presentation by Adam Smith from DFES regarding the Bayview Fire review process. A combined report will come to Council following LEMC and BFAC's review.

11:30am

2.2 Long Term Financial Plan (LTFP) Review Part 1

Due to time this report was re-scheduled to 2023

1:00pm

2.3 Denmark Women's Shed

Shelley Nottle, Organiser, Denmark Women's Shed was not available and this session will be rescheduled in 2023.

1:30pm

2.4 Long Term Financial Plan (LTFP) Review

The Director of Corporate and Community Services provided an update on timings as a result of the delay in receiving final sign off from the Office of the Auditor General.

2:30pm

2.5 Ocean Beach Precinct Update

The CEO provided a brief update on funding, time lines and next steps. The Shire is still waiting to hear back from the State, CSRFF funding, and the Surf Life Saving Club from Lotterywest.

2.6 Ordinary Council Meeting Report Format

The Governance Coordinator and Executive team discussed a review of the OCM report format based on officer and Councillor feedback. The new format is likely to include:

- a. numbering for easy reference,
- b. officer recommendation up front in the report,
- c. review of the risk framework, and
- d. revised linkages to the CBP and SCP

2:45pm

2.7 CEO Mid Year Performance Review

Councillors discussed the CEO performance criteria which was been distributed prior to the briefing.

3:30pm

CLOSE

Actions arising:

Action 1. Tour of Manjimup Aquatic Centre (CEO)

Contacted Shire of Manjimup CEO Andrew Campbell
Proposed date Tuesday 21 February

Action 2. CRC Spotlight (Deputy CEO)

Deputy CEO in correspondence and light has been previously been reviewed with feedback provided. Deputy CEO will revisit in January.

Action 3. Traffic counter at Parry's (CEO)

Two traffic counters installed at Parry's Beach

Action 4. Peaceful Bay Sign Audit (CEO)

Acting Ranger Chris Hoare completed 22 December 2022

Chris is a Bush Fire Volunteer, member of Marine Rescue and officer with St John Ambulance.

Audit complete, Deputy CEO to review in January.

Action 5. Site visit to Lions and Kwoorabup Nature School lease areas (CEO)

Scheduled for February Concept Briefing