



# Notes

## STRATEGIC BRIEFING FORUM

HELD IN THE COUNCIL CHAMBERS,  
953 SOUTH COAST HIGHWAY, DENMARK,  
ON TUESDAY, 18 JULY 2017.

*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

1.00pm – The meeting commenced.

#### RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

##### MEMBERS:

Cr David Morrell (Shire President)  
Cr Ceinwen Gearon (Deputy Shire President)  
Cr Yasmin Bartlett  
Cr Peter Caron  
Cr Jan Lewis  
Cr Janine Phillips  
Cr Rob Whooley  
Cr Clem Wright

##### STAFF:

Bill Parker (Chief Executive Officer)  
Gilbert Arlandoo (Director of Infrastructure Services)  
Gregg Harwood (Director of Community & Regulatory Services)  
Annette Harbron (Director of Planning & Sustainability)

##### APOLOGIES:

Cary Green (Director of Finance & Administration)

##### ON LEAVE OF ABSENCE:

Cr Mark Allen

##### ABSENT:

Nil

**DECLARATIONS OF INTEREST:**

Name	Item No	Interest	Nature
Cr Gearon	2.2	Impartiality	Cr Gearon's partner is employed by Denmark Arts.

**2. REPORTS & PRESENTATIONS****2.1 Servicing Infrastructure**

The Director of Planning & Sustainability provided an update in relation to the extension of sewerage within the Shire of Denmark. The Director advised that it remained a priority for the Shire as referenced in significant strategic documents such as the Great Southern Regional Blueprint. In relation to Peaceful Bay, the Director did note that various servicing issues and strategic land use planning need to be addressed.

The Structure Plan adopted for Peaceful Bay dates back to 2000. Since this time new regulations had been introduced and the demographics of Peaceful Bay may have changed. The Director recommended that the Shire take a strategic view of Peaceful Bay and develop a servicing, infrastructure and community facilities plan moving forward. This could include a high level structure plan that would provide for the needs of the community moving forward.

The CEO explained that the Strategic Community Planning process had provided enough guidance for this project to be become a priority for the Shire of Denmark however, resources would be required to complete the planning process. In developing the Corporate Business Plan both the Shire and Council would need to consider this project against competing priorities.

**2.2 Traffic Control – Denmark Arts Market Days**

Cr Caron has requested a discussion on the traffic / pedestrian control during busy Denmark Arts Market Days particularly in relation to the Shire's liability. The Director of Infrastructure Services attended the meeting and advised that the traffic control was delivered under an approved Traffic Management Plan and that he felt that this limited any risk to the Shire.

The Councillors asked various questions in terms of the arrangements between Denmark Arts and the Shire of Denmark in terms of Market Days. The Director of Planning & Sustainability made reference to the Denmark Market Days Policy (P130203).

**2.3 Community Christmas**

Cr Lewis asked a question in relation to the 2017 Christmas Event. Cr Lewis asked if the Shire would be advertising for Expressions of Interest. The CEO responded and advised that last year's organisers were keen to coordinate the event this year as long as sufficient notice was provided. If the Shire did decide to call of EOIs this would occur very early in the financial year.

**3. GENERAL BUSINESS**

**3.1 Items for potential discussion at subsequent Strategic Briefing Forums**  
Nil

**4. CLOSURE**

*3.30pm – The meeting concluded.*