



STRATEGIC BRIEFING FORUM

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK,
ON TUESDAY, 9 FEBRUARY 2016, COMMENCING AT 2.00PM.

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

The Presiding Officer opened the Forum at 2.00pm

RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr David Morrell (Shire President) and Presiding Officer
Cr Kelli Gillies (Deputy Shire President)
Cr Yasmin Bartlett
Cr Ceinwen Gearon
Cr Jan Lewis
Cr Roger Seeney
Cr Rob Whooley
Vacant x 2

STAFF:

Cliff Frewing (Chief Executive Officer)
Annette Harbron (Director of Planning & Sustainability)
Gregg Harwood (Director of Community & Regulatory Services from 2.35pm)
Gilbert Arlandoo (Director of Infrastructure Services)

APOLOGIES:

Kim Dolzadelli (Director of Finance & Administration)

ON LEAVE OF ABSENCE:

Nil

ABSENT:

DECLARATIONS OF INTEREST:

2. PRESENTATIONS/DEPUTATIONS

Nil

3. REPORTS / STRATEGIC DISCUSSION

To discuss and formulate philosophies, ideas, strategies and concepts for the development of the local government and district.

3.1 Corporate Calendar

Matters for interest from the Corporate Calendar for the next two months.

MARCH

- 1 March – beginning of restricted burning period
- 7 March – Public Holiday (Labour Day)
- 1 March – Council Meeting & Dinner
- 20 March – Monthly Information Bulletin published
- 22 March – Council Meeting & Dinner
- Advertise for Budget submissions
- Advertise Community Financial Assistance Grant (CFAG) & Cultural Development Fund (CDF) rounds
- 25 March – Public Holiday (Good Friday)
- 28 March – Public Holiday (Easter Monday)

APRIL

- Locality (Kent/Nornalup Ward) Meeting at Peaceful Bay Community Hall
- 12 April – Council Meeting & Dinner
- 20 April – Monthly Information Bulletin published
- 26 April – end of restricted burning period
- 25 April – Public Holiday (ANZAC Day)
- Review of Financial Management Procedures (Reg 5(2) / LG (Financial Management) Regs – every 4 years – next due 2016
- Review of Risk Management (Reg. 17 / LG (Audit) Regs) – every 2 years - first due 15 December 2015
- CFAG and CDF applications close

Outcomes:

Cr Gearon requested clarification on what the acronyms CFAG and CDF stood for.

3.2 Outstanding Resolutions Discussion

Matters for interest from the Monthly Information Bulletin Status Report (update on progress with Council resolutions).

Outcomes:

Nil

3.3 Ocean Beach User Group – Update from Director

Cr Gearon requested an update on the closure of the boat ramp over the Christmas period noting that several times the gate/chain was down and boat users were using the ramp.

The Director of Planning & Sustainability advised that over the Xmas/New Year period the following occurred:

- On Boxing Day it was observed that jet ski users had accessed the boat ramp as there was no barricading to restrict access and the sign removed. Mrs Harbron phoned the Senior Ranger (Charmaine Shelley) and organised for warning notices to be

placed on the vehicles/trailers parked on the beach (in absence of signage) and requested temporary signage and consideration of appropriate barricading to be installed in due course (noting was public holiday that day and the shut-down period considerations).

- On 28/12 observed vehicles on beach again; Senior Ranger had already infringed (warning) some vehicles/trailers; Mrs Harbron contacted Barry Moore to request barricading be erected immediately. This was undertaken in the afternoon of 28/12 and keys given to relevant stakeholders for access as required.
- On the evening of the 31/12, Mrs Harbron conducted a site visit and re-erected the chain as had been pulled down.

The Director of Community & Regulatory Services (DCRS), Gregg Harwood, provided an update on the Ocean Beach User Group.

The DCRS advised that a meeting will be held next Wednesday evening with the Ocean Beach User Group to discuss risk reduction following Council's signalled intent to reopen the boat ramp and what role Council, DOT local surfing and boating groups can take in ongoing education.

At this meeting the DCRS will suggest the option of having QR codes (you scan them with a smart phone and brings up a website) on the signage that brings up information about how to use ramp safely. The Shire could adopt the same approach with general safety issues on the swimming side of Ocean Beach.

Ideally the Shire would seek some grant funding some videos shot.

The DCRS's position in the meeting will be that Council only controls the shore and that water navigation signs ect are DOTs prerogative as they control boating activity and that Council will support and install signage that there is census on.

Outcomes:

Presentation to be made to user groups on Wednesday 17th February 2016.

3.4 Denmark Tourism Inc.

Cr Lewis raised the topic of Councils involvement with the Regional Visitor Centre Sustainability Grant and Council's preferred direction for visitor servicing and not leave deliberations to the last minute during the budget process.

Outcomes:

At the time the budget was adopted, it was thought that the Shire was eligible to receive the grant but it transpired that since the Shire was not directly involved in service provision of tourist information, the Shire could not apply for the grant. The grant application was therefore made by the DTI.

The CEO advised that the Shire would be involved in setting the scope of how the grant would be spent and that the first meeting of the two respective CEO's had been arranged for Friday 12 February 2016 to initially discuss the proposal.

3.5 Councillor Farewell Function

President Morrell raised this subject for discussion.

Outcomes:

Noted that suitable arrangements would be made by the President, CEO in conjunction with retired elected members.

3.6 Acquisition of Land - Denmark East Development Project

It was thought appropriate to informally discuss the confidential report on the Council agenda for the Council meeting later in the day.

Elected members asked questions of the officers and responses provided. In general terms, it was noted that this project was developed over a long period of time and evolved from the Local Planning Strategy adopted by Council in 2011 and endorsed by the WAPC in 2012.

The Industrial lands Component of the project was recognised as particularly important and that Council had commenced the implementation of the Strategy by acquiring industrial land in McIntosh road from the Department of Education.

A grant application has been made to the Great Southern Development Commission but no public announcement has yet been made.

4. GENERAL BUSINESS

4.1 Items for potential discussion at subsequent Briefing Forums

Nil

5. CLOSURE

There being no further business, the Presiding Officer closed the meeting at 3.30pm.