



Notes

STRATEGIC BRIEFING FORUM

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HIGHWAY, DENMARK, ON
TUESDAY, 18 DECEMBER 2018, COMMENCING AT 12.32PM.

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 Ian Osborne
Cr Janine Phillips
Cr Roger Seeney
Cr Rob Whooley

STAFF:

Bill Parker (Chief Executive Officer)
Cary Green (Director Corporate and Community Services)
Claire Thompson (Executive Assistant & Governance Coordinator) for item 2.6 and 2.7

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

DECLARATIONS OF INTEREST:

Nil

2. REPORTS & PRESENTATIONS

2.1 Wilson Inlet Catchment Committee (WICC)

The Wilson Inlet Catchment Committee is a non profit, community run corporation committed to promoting land use practices that protect our environments, natural and cultural heritage, biodiversity and agricultural resource base through;

- Education
- the promotion and facilitation of sustainable landuse
- capacity building; and
- recognising and rewarding best practice.

Shaun Ossinger and Ian Marshall attended the meeting and provided an overview of the Wilson Inlet Catchment Committee. Mr Ossinger provided information on the funding currently available to the group and the various programs that are being delivered.

2.2 Plane Tree Precinct Project

The Chief Executive Officer provided an update on the Plane Tree Precinct Project. The project comprises 3 components;

- RSL Hall
- Public Realm
- Cottage Crafts building

The RSL Hall is complete and was delivered on budget. H+H Architects in Albany have been appointed to complete the detailed design work for the public realm. Local Builder Weststruct (Steven Madaffari) has been engaged to complete the new administration addition to the Cottage Craft and Heritage School Building.

The estimated cost of the project has increased with Council to consider these additional costs at the 2019 Interim Budget Review.

2.3 Councillors Access to Employees

With a change in structure, the Councillors requested further information on access to employees. Previously access was only provided to the CEO and Directors.

Given the reduction in Directors and in an effort to expedite the flow of information to the community, the CEO advised that access to staff at a management level was now appropriate. In stating this, various policies and procedures would require updating.

2.4 Christmas Collage

Staff prepared a short movie to celebrate the Shire's 2018 achievements. This was presented to the Elected Group and will be published on social media.

2.5 Director Assets and Sustainable Development

The Chief Executive Officer provided an overview on the recruitment process and the likely timeframes.

2.6 Local Government Act Review

The Executive Assistant & Governance Coordinator provided an overview on the Local Government Act review. The Shire of Denmark staff will run a workshop for Councillors in February 2019.

2.7 Councillor Delegate Positions

The group discussed committee representation and potential review of membership.

3. CLOSURE

Meeting closed at 3:42pm