

Record of Meeting (9:00am – 3:00pm)      **Shire of Kojonup Briefing Session 7 June 2016**

**Attendance:** Shire President, Councillors: Sexton, Pedler, Warland, Mathwin, Hobbs (from 9:15am), Radford & Pritchard

**Apologies:** Nil


**Officers:** CEO, MW&S (from 11:45am), MCS (from 11:45am), MACS (9:50am – 10:45am, 11:25am – 3:00pm), MCD&T (from 10:55am), DSC (9:00am – 10:45am, 11:45am – 3:00pm) SR/BMC (from 11:45am) & S/HTP (from 11:45am)

**Guests:** Cassandra Hughes – Hidden Treasures (11:00am – 11:45am)

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 10:45am	<p>Meet at Reception Lounge for Site Inspection of:</p> <ul style="list-style-type: none"><li>• Loton Close ILU's (Independent Living Units) &amp; Executive Residence progress; and</li><li>• Springhaven Bathroom, etc. upgrades.</li></ul> <p><i>Coinciding with morning tea with residents at 10:00am.</i></p>	<p>Councillors together with the CEO and the DSC inspected Loton Close ILU's and CEO residence building sites.</p> 

		<p>The group then progressed to Springhaven Frail Aged Lodge to inspect completed bathroom upgrades and meet residents and staff for morning tea.</p> <p>Cr Mathwin reported on recent Health and Community Care meeting she had attended.</p>
11:00am – 11:30am	Cassandra Hughes (Hidden Treasures Chair) to present to Council regarding the 2016 programme.	Cassandra was warmly welcomed and provided Councillors background of Hidden Treasures and its plans for this year and future years. <b>See Attachment 1.</b>
11:30am – 12:30pm	Manager of Corporate Services – 2016/2017 Budget Workshop.	<b>See Attachment 2.</b>
1:00pm – 3:30pm		

*10:00am Morning Tea Provided at Springhaven*

*12:30pm Lunch – Fundraiser Casserole Lunch*

Info Bulletin	Circulated	<p>Councillors to review and ask questions out of session or at the next briefing session.</p> <p>A copy of any question, and the response will be circulated to all Councillors for information.</p>
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Rick Mitchell-Collins  
**Chief Executive Officer**





# New to group

- Shire of Plantagenet will be added in July 2016
- New map will be produced –





# History

- In 2004 - Initial Shires of Broomehill, Gnowangerup, Jerramungup, Katanning, Kent, Tambellup and Woodanilling
- 2009 Cranbrook joined
- 2010 Kojonup joined
- 2016 Plantagenet joined





# Operations of the Group

- Organisational Manual
- Meetings every 2 months for full committee
- Meetings every other month with Executive Committee
- Formalised processes and meetings
- One shire, one vote





# Recent Events

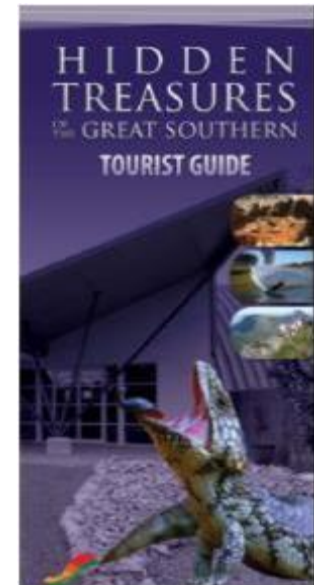
- Change of Chair
- CRC Support
- Bloom Coordinator
- Funding support for Bloom is increasing
- Attain significant leverage of the funding we receive.





# Activities

- Marketing Plan
- Tool Kit
- Tourist Guide
- Perth Caravan and Camping Show





# Activities

- Launch Events
- Bloom Festival
- CMCA Rally



# Activities

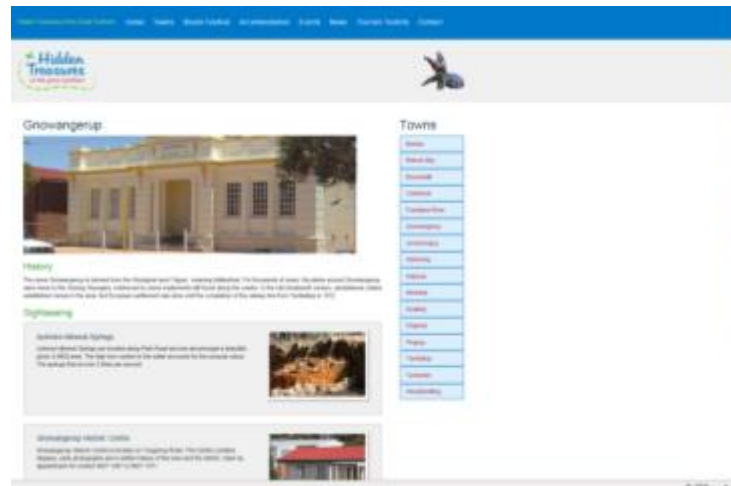
- Regional Map – First print 10,000
- Anzac Centenary – regional briefing
- Beautiful South Advertising \$600 cost, Circulation - 55,000 – also online now
- ASW Membership





# What do you get for your \$4000

- Advertising of towns, activities and attractions at:
- Caravan and Camping Show – 9000 visitors – Cost to attend
- Inclusion in tourist guide – updated every 2 years – Distribution 20,000 – Cost to produce \$15,000
- Website
- Facebook





# Current and Future Activities

2016

- Caravan and Camping (attended in March)
- Bloom Festival – funded for three years by Tourism WA 2016-2018
- Logo Redesign
- Rebranding exercise
- Tourist Guide
- Community and committee capacity building



# What do you get for your \$4000

- Inclusion in Bloom Festival – Average total 15,000 visitors – \$60,000 festival. Advertising, coordination, launch event – rotated.

- Promotion and representation at events such as CMCA  
Total value - \$50,000



## Leveraged Funding

- Income - \$30,500. Example - Grant income for projects Bloom approx \$60,000 annually, Tourist Guide, \$20,000 and application for Rebranding \$80,000.



# What's next?

- Continuing to increase profile as a Tourism Group
- Continue to seek out regional tourism/promotional activities
- Developing much stronger relationships with Tourism WA, Tourism Council and Australia's South West



The slide has a white background with a Kojonup logo in the top right corner, identical to the one on the cover slide. The title "Current Status" is in a large, dark serif font, followed by the date "(7 June 2016)" in a smaller font. Below the title is a bulleted list of points. At the bottom of the slide, there is a decorative graphic consisting of a dark brown curved shape at the base, with a yellow and green curved shape layered on top of it.

Kojonup  
one community many choices

## Current Status (7 June 2016)

- Today is an **input**, not a presentation!
- Still very 'draft'
- Some important figures yet to be confirmed:
  - Insurance quote
  - FAGS
  - FAGS Double payment??
  - SIHI Grants (x3)
- Having said that... 95% complete!!

## Main Features

- Housing, Housing & Housing
  - Springhaven
  - Staff &
  - ILU's
- Black Cockatoo Café
- Road Construction & Maintenance
- Plant Replacement Program

## Funding Summary

- Interest Rates at 3%, long list of projects... now is the time to invest:
  - \$450,000 new loans
  - Est. loans Opening Balance \$592,000
  - Est. Loan indebtedness 30 June 2017 \$984,000 (most probably \$684,000)

## Funding Summary (Cont...)

- Reserve Accounts:
  - Est. Balance 1 July 2016 - \$2.96m
  - Est. Balance 30 June 2017 - \$2.57m
  - Includes SHL Bonds of \$1.07m
  - Reduction of only \$400,000
  - With each Budget we are reducing dependency on reserves (AITB & SIHI grants, loans, better forward planning)
  - 2017 onwards need to consider Sporting Facilities Reserve

## Funding Summary (Cont...)

- Rates:
  - In accordance with adopted LTFP
  - 0.7% (Perth March CPI) plus 2% = 2.7% increase
- Fees & Charges:
  - Under Construction!
  - Additional work this year on charging philosophy
  - Briefing Session – 21 June 2016
  - Adoption with budget – July Council Meeting

# So what's in it??

## Housing, Housing & Housing

- CEO Residence:
  - Completion of build \$605,701
  - Funded \$310,000 from reserve, \$294,000 CLGF Grant
- Bagg Street:
  - Short term staff / contractor accommodation
  - 2 units, new wet areas, fencing & carport \$150,000
  - Funding 100% through new loan

## Housing, Housing & Housing (Cont...)

- Loton Cl Independent Living Units:
  - Completion of build \$1.4m
  - Now includes street widening, parking, street trees, lowering of sewer roundabout “feature”
  - Funded via:
    - \$535,000 CLGF Regional Grant
    - \$420,000 SIHI Grant
    - \$407,000 AITB Grant
    - \$43,000 Council

## Housing, Housing & Housing (Cont...)

- Jean Sullivan Units:
  - Kitchen accessibility project \$77,593
  - Funded by \$66,593 SIHI Grant - balance reserve (rent)
- Other Staff Housing (Maint.):
  - \$5,000 30 Katanning Rd
  - \$7,500 Newton St Units
  - \$5,000 39 Vanzuilecom St
  - \$5,000 Lot 8 Soldier Rd

## Housing, Housing & Housing (Cont...)

- Springhaven Lodge:
  - Renovations & Alterations (new project) \$663,500
  - Funded by \$648,500 SIHI Grant - balance by reserve
- New Pan Sterilising Unit - \$15,000
- Funded by \$2,500 donation, balance by Council
- Refurb 3 rooms \$5,100 & Major Building Maint. \$50,000
- Funded \$25,000 LotteryWest, balance by reserve

## Housing, Housing & Housing (Cont...)

- Springhaven Lodge:
  - Replace air-con in dining & rec room \$5,500
  - Funded by Council
- Assorted Furniture \$5,000
- Funded by Council
- **Total all Housing (Cap Ex) - \$3.023m**

## Road Construction

- Bridges x2 - \$740,000 (100% R2R)
- Footpaths - \$61,000
- Kerbing Renewal - \$56,000
- Town Drainage Renewal - \$10,000
- Culvert Replacement - \$60,000 (\$55,265 R2R)
- Pensioner Rd Upgrade Stage 1 - \$270,000 (2/3's RRG)

## Road Construction (Cont...)

- Gravel re-sheeting - \$420,000 (100% R2R)
- Road Widening:
  - Kojonup-Darkan Rd \$136,120 (\$88,000 RRG)
  - Kojonup-Frankland Rd \$480,000 (2/3's RRG)
- Bitumen Reseals:
  - Kojonup-Darkan Rd \$75,000 (2/3's RRG)
  - Broomehill-Kojonup Rd \$60,000 (2/3's RRG)
  - Kojonup town site \$20,000 (100% R2R)



## Road Construction (Cont...)

- **Summary:**
  - **Total Capital Expenditure \$2.388m**
  - **Council Contribution \$474,855 or 19.9%** (a record???)
- **Other:**
  - Airstrip improvements (fencing et al) - \$40,000
  - Funded through grant of \$20,000, balance by Council

## Plant Replacement Program

- Passenger Vehicles (x4) – net cost \$25,300
- Isuzu Patching Truck – net \$55,000
- Scale for Front End Loader - \$12,000
- Caterpillar 12H Grader- net \$290,000
- Mini excavator – net \$80,000
- Spray Motorbike – net \$14,000
- Miscellaneous – net \$2,300

## Plant Replacement Program (Cont...)

- **Summary:**
  - Total Net Expenditure – \$478,600
  - 11 year PRP average – \$551,227
- Therefore – transfer TO plant reserve \$72,627

## Recreation & Culture

One more big project.... Just an embryo at this stage...  
but...

- If we could get \$300,000 from LotteryWest
- And match it with \$300,000 loan funds...

(remember those low interest rates)

# Recreation & Culture

We could:

- Rebuild Harrison Place toilets
- Develop Harrison Place park (Leith concept plan)
- Upgrade the Memorial Hall Toilets
- Complete the Theatrical Society Facilities Upgrade
- Expand public uses within the Hall (movie equipment)
- Commence Curly Wig sub-division & development

What a project!

A decorative graphic at the bottom of the slide consisting of a dark brown base, a yellow middle section, and a light green top section, all curved to resemble a horizon or a landscape feature.

# Recreation & Culture

Sporting Facilities:

- New Access Road into Sporting Complex \$100,000 (Council Funded)
  - Finalise building refurbishment items \$50,000 (funded from reserve)
  - Swimming Pool Capital Equipment \$60,000 (funded from \$32,500 grant, \$25,000 from reserve and balance Council)
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- A decorative graphic at the bottom of the slide consisting of a dark brown base, a yellow middle section, and a light green top section, all curved to resemble a horizon or a landscape feature.

## Other Major Items

### Water Re-use – Stage 2:

- \$230,000 project (Funded \$100,000 Dep't Water, \$70,000 GSDC, balance Council)

### The Kodja Place Precinct:

- \$30,000 BCC Cool Room (funded from \$20,000 grant, balance Council)
- \$78,700 Carry-over upgrade project (funded from \$36,700 grant received in 2015/2016, balance Council)

## Other Major Items

- Truck Wash Down Bay Fencing - \$15,500
- Depot Building & Security Items - \$16,000
- Landfill Site Boundary Fence - \$25,000
- Cemetery Upgrade - \$20,000
- Historical Buildings Improvements - \$15,000
- Administration Office renewal - \$70,000
- IT Plan Implementation - \$40,000

OK,  
The woods for the  
trees...

## Business As Usual

- Operating Income & Expenditure Business as usual
- BCC adds \$500,000 to operating figures
- Next Budget Information Session:  
Operating Statement by Nature & Type  
MCS Financial Summary

# Maybe One Project Missing??

- With interest rates low...
  - Build additional staff house (Loton Cl)
  - Sell Katanning Road
  - Borrow the difference
  - Loton Cl = Finished!!

# Comments / Questions

What have we missed?

(more I could have talked about... e.g. KP projects)

Concerns and/or applause 😊