

Record of Meeting (9:00am – 4:20pm) **Shire of Kojonup Briefing Session 1 December 2015**

- Attendance:** Shire President, Councillors: Sexton, Hobbs, Radford, Pritchard, Mathwin, Warland & Pedler
- Officers:** CEO, MRS, MCD&T (9:00am – 1:50pm), MACS (9:00am – 10:00am), SR/BMC (9:00am – 10:00am), SPO (9:00am – 3:10pm), DSC (9:00am – 10:00am & 4:10pm – 4:20pm) & CDO (10:45am – 12:30pm)
- Guests:** Ian & Sharon Malane – Kojonup Caravan Park visit (2:30pm – 3:10pm)
- Apology:** MW&S, S/HTP

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 10:00am	Senior Projects Officer to present to Council on: <ul style="list-style-type: none"> <li>• Community Engagement Survey – Results Overview</li> </ul>	<p>The surveys were sent to 1,050 properties within the Shire and we received responses from over 21% of those.</p> <p>See Figure 1 – <i>Comparison with other small Rural Shires – Overall Satisfaction</i></p> <p>This is representative of the 21% who responded and should not be used as an indicator of the total community.</p> <p><b>Best 6 performing areas of public facilities and services as per respondents:</b>                      Library Services                      Waste Management Services                      Tourist Railway                      Swimming pool                      Playgrounds                      Parks &amp; Gardens</p>

	<ul style="list-style-type: none"> <li>• Buildings – Fair Value Considerations with life for less than 15 years</li> <li>• Volunteer Handbook</li> </ul>	<p><b>Least 6 performing areas of public facilities and services as per from respondents:</b>  Health Services  Youth Services  Management of building &amp; land development  Economic development  Signage, promotion &amp; marketing  Financial management</p> <p><b>How we receive our Information:</b>  We now know that 96% of respondents receive their information through the Kojonup News and of those 91% were satisfied.</p> <p><b>Community Connectedness:</b>  75% agree that Kojonup is a safe place to live and work and would recommend it as a place to live.</p> <p>There were over 200 individual comments provided at the end of the survey with Council agreement to include around 6 representative comments in each area only for website and full copy to Councillors.</p> <p>See Figure 2 - <i>Buildings – Fair Value Considerations – 1-10 Years</i></p> <p>Discussions were held in relation to draft Volunteer Handbook for use within the Shire operations where volunteers are engaged. Policy to go before Council at December meeting. Handbook to be considered as to method of use in various areas given the desire to retain volunteers and not impose too many policies and procedures but retain the need for compliance and our requirements. Further discussion required as to how the handbook will be managed by Managers and Supervisors responsible for Volunteers.</p>
10:20am – 12:30pm	Manager Regulatory Services to present to Council on: <ul style="list-style-type: none"> <li>• Water Harvesting &amp; Reuse Update</li> </ul>	Department of Water has advised they are fast tracking the installation of an additional water standpipe at the Stock Road location where water from the Water Corporations disused town dam will be made available

	<ul style="list-style-type: none"> <li>Waste Management</li> </ul>	<p>as part of the Licensed Agreement with them for use of water from the dam.</p> <p>It's anticipated the new fast fill standpipe will be installed prior to Christmas in time for use by local farmers and fire brigades for watering of stock and spraying, as well as for firefighting respectively.</p> <p>With reduced water levels in farm dams, we are anticipating an increased dependency by farmers on emergency water supplies this summer and the additional standpipe will assist greatly in meeting that need, as well as reducing the use of potable water from other standpipes, for other than for domestic use.</p> <p>Senior management has begun discussions with Paul Webb of Warren Blackwood Waste, our current waste contractor, to discuss formalising arrangements for management/operation of the Transfer Station and Landfill facilities.</p> <p>It's anticipated that proposed arrangements will be presented to Council for consideration by approximately May/June next year so that associated costs can be discussed as part of the 2016/17 draft budget process.</p>
1:30pm – 3:10pm	Site Visit - Kodja Place, APEX Park, RSL Hall Areas and the Kojonup Caravan Park	<p>The purpose of the site inspections was to familiarize Council (especially new Councillors) on the Sports Precinct Master Plan, Main Street Master Plan, Kodja Place Strategic objectives and the recent Curatorial Audit, RSL Hall area and need for an integrated approach for future developments especially given Round 3 of the National Stronger Regions Fund closes on 15 March 2016.</p> <p>In relation to the Sports Complex, Councillors generally supportive of a new southern access off Benn Parade and closing the existing access. Require costings for:</p> <ul style="list-style-type: none"> <li>Roofing existing 2 netball courts and resealing 2 presently condemned courts.</li> <li>Drainage improvements along Delaney Street and at Bowls Club.</li> <li>Improved parking and access from Southern boundary.</li> <li>Nature Playground and new car park between complex and Hockey Ground.</li> <li>List of compliance works to be undertaken at existing complex.</li> </ul>

		<p>Kodja Place and RSL/Kojonup Park Area</p> <ul style="list-style-type: none"> <li>• Progress Development Planning with Gibson Group or similar</li> <li>• Hydrogeological improvements/realignments/piping needed to Kojonup Brook and associated storm water drains</li> <li>• Car Park layout</li> <li>• Cenotaph/amenity considerations</li> </ul> <p>CEO will focus on listing improvements, challenges, funding avenues etc. with Councillors and staff at the next Briefing Session for discussion with Stakeholders and Community Groups in January 2016.</p>
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10:00am Morning Tea

12:30pm Black Cockatoo Café

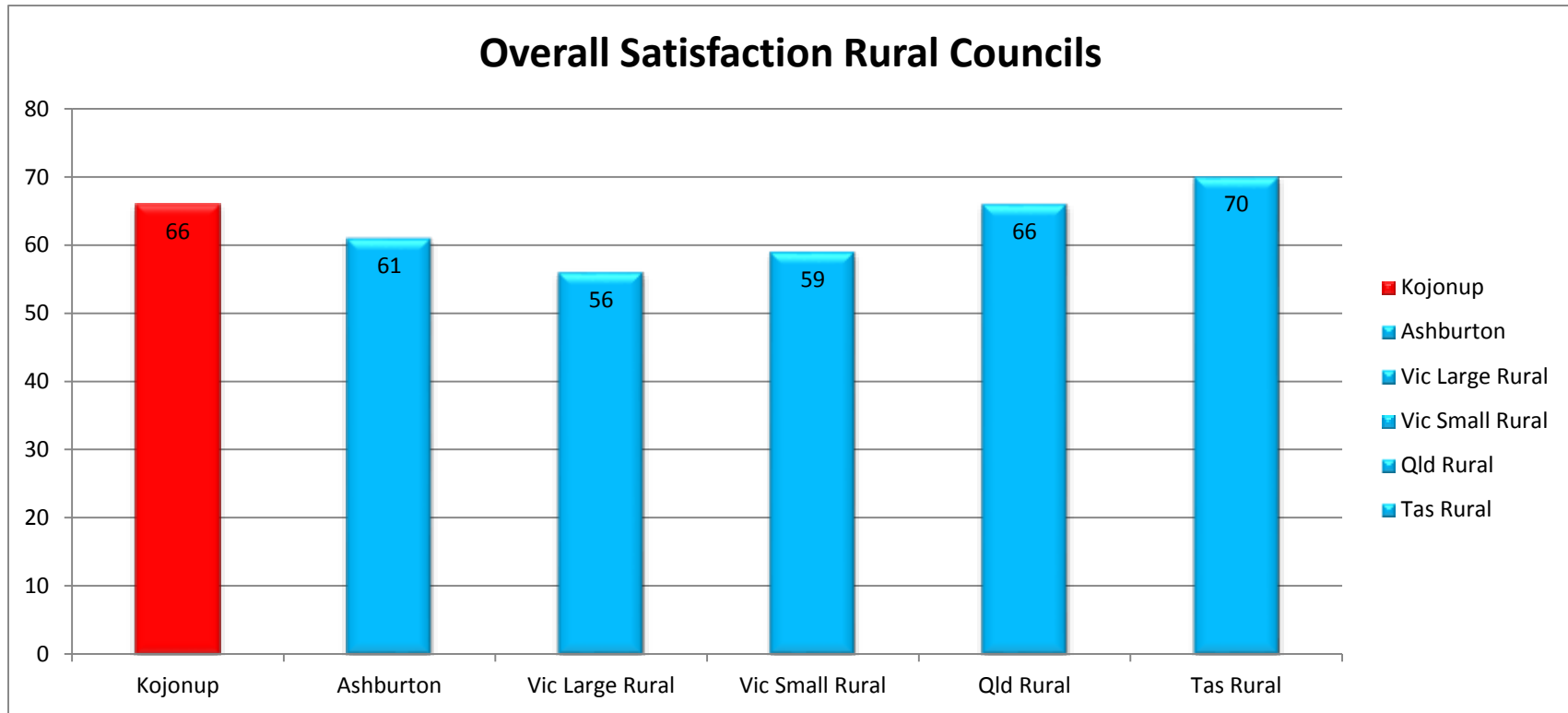
COUNCILLOR Q & A

<p>3.10pm - 4.20pm</p>	<p>Councillor Updates Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</p>	<p>Cr Sexton:</p> <ul style="list-style-type: none"> <li>• Visit to Caravan Park emphasized need for owners to have a fire plan which could be achieved by Cr Radford and Mr. Malane liaising with Kojonup Fire Brigade. A trailer unit would be an important acquisition for the Caravan Park in the first instance.</li> <li>• Scout Hall – Attached for Council information is 2010 correspondence from Ron Bodycoat. Relocation of the Scout Hall for example to the Caravan Park for use by school groups etc. would be at no cost to Council and must meet all other compliance requirements such as <i>Section 3.58 of the Local Government Act 1995</i>.</li> </ul> <p>Cr Hobbs:</p> <ul style="list-style-type: none"> <li>• Traffic Management observations from public</li> <li>• Old Post Office – Gutter cleaning (Cr Radford indicated that using a blower vac in dry conditions is very effective.</li> </ul> <p>Shire President:</p> <ul style="list-style-type: none"> <li>• Great Southern Zone meeting – 27 November 2015 overview: <ul style="list-style-type: none"> <li>➤ Keith House (Gnowangerup) President</li> <li>➤ Dennis Wellington (Albany) Vice President</li> <li>➤ Ken Clements (Plantagenet) Zone Delegate to State Council</li> </ul> </li> </ul>
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Info Bulletin	Circulated	<p>Councillors to review and ask questions out of session or at the next briefing session. A copy of any question, and the response will be circulated to all Councillors for information.</p>

Rick Mitchell-Collins  
Chief Executive Officer

**Figure 1**



**Figure 2**

**BUILDINGS – FAIR VALUE CONSIDERATIONS – 1-10 years**

**Council to consider whether buildings are to be renewed, demolished, salvage operations, sold, etc.:**

<i>LGIS No</i>	<i>Land ID</i>	<i>Location</i>	<i>Address</i>	<i>Suburb</i>	<i>Primary Description</i>	<i>Secondary Description</i>	<i>GCRC</i>	<i>EEWL</i>	<i>ERLY</i>	<i>Fair Value @ 6/2014</i>	<i>Input Level</i>	<i>Comments</i>
80	-	Gun Club	Blackwood Road	Kojonup	Pistol Clubrooms	Timber framed metal and metal clad clubrooms and store	94,000	45	1	2,000	3	To be demolished
51	-	Works Depot	Blackwood Road	Kojonup	Tyre Store	Steel framed metal and metal clad part open sided shed on concrete slab and gravel floors	20,000	45	3	1,000	3	-
29	-	Showgrounds	Blackwood Road	Kojonup	Centenary Pavillion	Timber framed metal and metal clad pavillion on timber footings with timber floors	145,000	45	3	9,000	3	-
30	-	Showgrounds	Blackwood Road	Kojonup	Poultry Shed	Timber framed metal and metal clad shed on concrete slab	86,000	45	3	5,000	3	-
39	-	Showgrounds	Blackwood Road	Kojonup	Womens Toilet Block	Rendered brick and metal clad toilet block on concrete slab	18,000	50	3	1,000	3	-
33	-	Showgrounds	Blackwood Road	Kojonup	Office & Workshop	Jarrah weatherboard and metal clad office on timber footings with timber floors	29,000	45	3	1,000	3	-
34	-	Showgrounds	Blackwood Road	Kojonup	Bar	Jarrah weatherboard and metal clad bar on timber footings with timber floors	27,000	45	3	1,000	3	-
28	-	Showgrounds	Blackwood Road	Kojonup	150 Exhibition Hall	Steel framed metal and metal clad shed on concrete slab	205,000	45	3	13,000	3	-

85	-	Qualeup	Bin Road	Qualeup	Qualeup Hall & Toilets	Timber framed, jarrah weatherboard, metal, and asbestos clad hall on timber footings with timber floors	470,000	45	3	31,000	3	-
90	-	Boscabel	Chittinup Road	Boscabel	Boscabel Hall	Timber framed, jarrah weatherboard, and metal clad hall on timber footings with timber floors	390,000	45	3	26,000	3	-
<b>LGIS No</b>	<b>Land ID</b>	<b>Location</b>	<b>Address</b>	<b>Suburb</b>	<b>Primary Description</b>	<b>Secondary Description</b>	<b>GCRC</b>	<b>EEWL</b>	<b>ERLY</b>	<b>Fair Value @ 6/2014</b>	<b>Input Level</b>	<b>Comments</b>
57	-	Old School Site	Pensioner Road	Kojonup	Scout Hall	Timber framed, jarrah weatherboard, metal, and asbestos clad building on timber floors	165,000	45	3	11,000	3	-
59	-	Old School Site	Pensioner Road	Kojonup	Kojonup Play Group	Jarrah weatherboard, asbestos, and metal clad building on timber footings with timber floors	88,000	45	3	5,000	3	-
82	-	Gun Club	Blackwood Road	Kojonup	Clubrooms	Asbestos and metal clad slubrooms on concrete slab with open sided viewing shelter	89,000	45	5	9,000	3	-
95	-	Railway Station	Gordon Street	Kojonup	Engine Shed	Timber framed metal and metal clad skillion roofed shed on concrete footings with gravel floor and timber ramp	130,000	45	5	14,000	3	State heritage listed
96	-	Railway Station	Gordon Street	Kojonup	Storage Shed	Timber framed metal and metal clad part open sided shed on gravel floor	28,000	45	5	3,000	3	State heritage listed
74	Lot 16 Diagram 61796	Elverds Farm	Soldiers Road	Kojonup	Old Machinery Shed	Timber framed metal and metal clad shed with open sided canopy and gravel floors	67,000	45	5	7,000	3	State heritage listed



LGIS No	Land ID	Location	Address	Suburb	Primary Description	Secondary Description	GCRG	EEWL	ERLY	Fair Value @ 6/2014	Input Level	Comments
25	-	Sporting Complex	Blackwood Road	Kojonup	Netball Clubrooms	Steel framed metal and metal clad transportable building on steel footings with timber floors	44,000	25	6	3,000	3	-
46	-	Works Depot	Blackwood Road	Kojonup	Store	Steel framed metal and metal clad shed on concrete slab	340,000	45	6	45,000	3	-
49	-	Works Depot	Blackwood Road	Kojonup	Explosives Shed	Brick and metal clad building on concrete slab	34,000	45	6	4,000	3	-
37	-	Showgrounds	Blackwood Road	Kojonup	Male Toilet Block	2 x Rendered brick and metal clad toilet block on concrete slab	95,000	50	6	11,000	3	-
38	-	Showgrounds	Blackwood Road	Kojonup	Toilet Block	Brick and metal clad skillion roofed toilet block on concrete slab	80,000	50	6	9,000	3	-
40	-	Showgrounds	Blackwood Road	Kojonup	Male Toilet Block	Rendered brick and metal clad skillion roofed toilet block on concrete slab	27,000	50	6	3,000	3	-
43	-	Showgrounds	Blackwood Road	Kojonup	Stables	Timber framed metal and metal clad stables on gravel floor	36,000	40	6	5,000	3	-
71	-	Townsite	Benn Parade	Kojonup	Toilet Block	Brick and metal clad skillion roofed toilet block on concrete slab	56,000	50	6	6,000	3	-
92	-	Changerup	Changerup Road	Changerup	Hall	Concrete block and metal clad hall on stone footings with timber floors with attached toilet block	630,000	50	6	75,000	3	-