

Record of Meeting (9:00am – 2:40pm) **Shire of Kojonup Briefing Session 6 October 2015**

Attendance: Shire President, Councillors: Mathwin, Trethowan, Pritchard, Radford, Benn and Pedler

Officers: CEO, MW&S (9:00am-10:25am), DSC (9:30am-12:20pm)

Guests: Nil

Apology: Cr Sexton

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 10:25am	<ul style="list-style-type: none"> • Manager of Works & Services (MW&S) to: <ul style="list-style-type: none"> i. Update Council on 10 Year Capital Works Program from 2016 / 2017 for Works & Services 	<p>Tabled under the following categories:</p> <ul style="list-style-type: none"> • Paths \$30-\$40,000.00 per annum • Gravel Re-sheet \$280,000.00 per annum taking into account Heavy Haulage, Bus Routes and Traffic Counts • Rural Reseals \$200,000.00 per annum plus Regional Road Group Funds • Drainage \$50,000.00 per annum • Town Reseals \$20-\$30,000.00 per annum • Kerbing \$50-\$60,000.00 per annum <p>Consideration also made for possible Commodity Route Funding, for example: Franklin and Shamrock feed into Tindale Road, Katanning/Kojonup Road feed into Kojonup/Darkan/Collie and Blackwood Roads plus Albany Highway, NSRF Funding, Main Street and even Trail funding options. Program is strategically aligned against construction and preservation of road assets.</p> <p>Provisions being made for future succession planning within workforce to ensure skills of senior team members are passed onto younger members. Cr Trethowan indicated that an opportunity may exist for Apex to contribute towards a</p>

	<ul style="list-style-type: none"> ii. Update Council on Depot Security iii. Update Council on Upcoming Road Works for October / November 2015 iv. General Comments from Councillors 	<p>Horticulture scholarship given that Council appears to have assumed responsibility for Apex Park and investing in people compliments workforce planning and capacity building.</p> <p>Working with Paul Retallack (SR/BMC) to assess options which include lighting, gate system, cameras and off street parking. Sufficient work areas and consideration also be given on replacing existing pound facility.</p> <ul style="list-style-type: none"> • Koji-Darkan Road Widening Commenced • Cemetery Kerbing 13 October 2015 • Bitumen Road Patching • Retic Servicing <p>Stage in Hall appears to be sinking as bricks missing from beam supports. Michelle Dennis (DSC), Paul Retallack (SR/BMC) and Cr Trethowan to inspect.</p> <p>Cemetery Parking - open eastern end to get traffic off Tunney/Soldier Road or alternatively provide off street angle parking along Tunney Road by moving existing fence 3m southwards.</p> <p>Disappointing that Rubbish Trucks used Tunney Road when George Church interment held when they could have used Treasure Road or turned right on Tunney Road to access Collie/Darkan Road.</p>
<p>10:45am - 12:20pm</p>	<ul style="list-style-type: none"> • Development Services Coordinator to: <ul style="list-style-type: none"> i. Update Council on Loton Close 	<p>Resident Newsletters have begun as a way of keeping residents in the vicinity of the development (including Springhaven) informed of what is happening on site. There have been two so far and these are also being emailed to staff and Councillors for information.</p> <p>Civil works are gearing up. Sewer extension works start today (6 October 2015) and will be completed (all going well) on the 14 October 2015, when the live connection to the main sewer will occur. Once completed, this sewer extension will form part of the Water Corporation's network and therefore become their</p>

	<ul style="list-style-type: none"> <li data-bbox="449 873 1020 932">ii. Loton Close - ILU's (Gant Chart Explained) <li data-bbox="449 1036 1020 1094">iii. Loton Close - CEO House (Gant Chart) <li data-bbox="449 1133 1020 1159">iv. Update Council on Springhaven <li data-bbox="449 1263 1020 1289">v. Other Updates for Council 	<p data-bbox="1045 201 1894 451">responsibility. Due to the recent incidences of sewer overflows, the Water Corporation are requiring there to be a sucker truck on site during the live connection (about 2 hours). Despite flows being generally low through this section of pipe, they are not prepared to permit the sewerage to remain held in the manholes and will require it to be pumped out as necessary. A truck is required to come from Albany for this purpose and has been organised.</p> <p data-bbox="1045 490 1894 548">The drainage and water main extension will commence 27 October 2015 and take approximately two weeks.</p> <p data-bbox="1045 587 1894 837">We received confirmation from the Department of Regional Development that the \$90,000.00 grant funding nominated for strata titling within the funding agreement can be used for land development costs. We will spend this and more on the drainage, sewer and water main works. Power is still an unknown and we are working through the options with H+H's preferred contractor. Telecommunications servicing costs are roughly \$12,000.00.</p> <p data-bbox="1045 876 1894 997">Tenders have been called and these close on the 13th October. The 9 units appear to have attracted the interest of big builders as well as some smaller regionally based ones with 18 potential offers.</p> <p data-bbox="1045 1036 1894 1094">The detailed design documentation is almost complete for the CEO house with a projected tender date of 19 November 2015.</p> <p data-bbox="1045 1133 1894 1224">We currently have some plans to review for the designer with a hope of having the specifications completed in the next week or so, enabling tenders to be called before the end of this month.</p> <p data-bbox="1045 1263 1894 1446">General update provided on the truck wash ponds (new screen and pump etc), tank commissioning at Turkey Nest, Sale Yards progress, GD Pork, Feedlot. Was also asked about demolition progress of 3 Ladyman Street - CEO was able to confirm after DSC left meeting that building demolition was being completed today.</p>
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<p>12:20am – 12:30pm</p>	<ul style="list-style-type: none"> • Chief Executive Officer (CEO) to: <ul style="list-style-type: none"> i. Update Council on Southern Singers – Complex Chairs ii. Update Council on Christmas Function iii. RV Dump Point – Benn Parade 	<p>Council agreed that 25 Sports Complex Chairs be made available to Southern Singers for use as part of Theatrical Society Production October / November 2015.</p> <p>Update on sub-committee discussions with Councillors supportive of Sports Complex as a venue on Friday, 11 December from 4:00pm – 9:00pm. Council looked forward to receiving progress updates.</p> <p>Clarification required on past practice of charging \$5 per night for maximum 3 night stay at Benn Parade by RV's as \$2.00 of daily fee given to Kojonup Tourist Railway (KTR) for supervision and locking power source with \$3.00 previously retained by Kojonup Tourist Association (KTA) With new management model at The Kodja Place (TKP) this practice needs to be reviewed. Some confusion as to what Council had agreed to (if anything) regarding present arrangements. CEO to investigate.</p>
<p>12:55pm- 2:05pm</p>	<ul style="list-style-type: none"> iv. Review discussion paper with Council on Policy Options to Increase Elected Member Training Participation 	<p>Cr Sexton's comments were previously circulated to Councillors who agreed with his sentiments that training and education is not a bad thing in itself; it is the relevance, level and outcomes that are required that would not otherwise be achieved without such training and education. Add to this that there are no minimum standards presently applied for those wishing to run for state or federal politics other than not being bankrupt or having a criminal record!</p> <p>The biggest beneficiary of compulsory training is WALGA as it is a registered training organisation!</p> <p>Legislation presently requires Councils to provide an explanation as to why an officer's recommendation is supported, either in part or totally rejected, with the CEO responsible for ensuring Councillors are provided qualified advice, information or recommendations in order to achieve effective decision making that is transparent to the community.</p> <p>Ratepayers and electors are provided an opportunity at the Annual Electors Meeting, every Council Meeting and Local</p>

	<p>v. Review discussion paper with Council on Metropolitan Local Government Reform & Lessons Learnt</p> <p>vi. Black Cockatoo Cafe</p> <p>vii. Forward Planning Session</p>	<p>Government elections to express their support or displeasure in the performance and governance of Council and elected members.</p> <p>CEO/Senior Management Team (SMT) to prepare draft reply to discussion paper for Elected member's consideration.</p> <p>Elected member's agreed with CEO's sentiments that the paper reflected on the process and what occurred, however was disappointed that the paper did not provide any real recommendations for the future of local government reform, that is: do some research into what occurred in the eastern states and how it was managed and how successful it was and then make a judgement on the best way forward then ask for comments from local governments on their recommendations for the future? If the local governments agree on the best way forward then any future reform will be a lot easier to manage!</p> <p>CEO/SMT to prepare draft reply to discussion paper for Elected member's consideration.</p> <p>Concerns listed in recent confidential email to Council were discussed. Council also recognised that the Community Fund Inc. has established a sub-committee which included representation of Mr Sexton and Mr Mitchell-Collins. Until sub-committee recommendations had been received, Council is not in a position to comment other than urge the Community Fund Inc. and sub-committee to address concerns no later than mid-November 2015.</p> <p>Deferred until next Briefing Session, 22 October 2015.</p>
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COUNCILLOR Q & A

<p>2:05pm – 2:40pm</p>	<p>Councillor Updates <i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i></p>	<p>Shire President:</p> <ul style="list-style-type: none">• CEO and Managers to facilitate Induction Session at the 22 October 2015 Briefing Session. The Briefing Session on 3 November 2015 will focus on Disclosure of Interest provisions.• WALGA Conference – Letter from Plantagenet will be discussed at next Zone Meeting however, it is important that council member views are received. Concurrent sessions are beneficial however transcripts of presentations should be able to be electronically downloaded rather than request hard copy which is archaic! New President very keen to engage with Local Government and will be interesting to compare next year's conference against 2015.• Flyer tabled on Solar & Wind powered street lights for SR/BMC's information.• Flyer tabled on Corporate PA Summit for EA's information.• Flyer tabled on Regional Achievement & Community Awards dinner for Councillors information should they wish to attend.• Had a telephone link regarding Grain Freight meeting with Cr Benn which included presentation from Bunge. Farmer's mode of transport from paddock to port will be influenced by most effective economic means not necessarily committing to roads or Tier 3 Rail. Bunge apparently has established large depots at Kukerin and Arthur River.• Cat microchipping day – general discussion with resident event planned for 17/18 October 2015. <p>Cr Radford:</p> <ul style="list-style-type: none">• Easement – R & J Goodall transfer to Shire taking far too long and written update required from Manager Corporate Services (MCS) regarding Landgate delays.
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		<p>Cr Pritchard:</p> <ul style="list-style-type: none"> • Shire mower operator pleased with the new front mower deck. • Kojonup Historical Society (KHS) raised at Monday's meeting what was happening with trees being trimmed along Soldier Road. CEO advised this operating matter was undertaken with approval and financial contribution of owner to improve pedestrian access. • KHS also concerned about available funds for retaining wall. CEO advised that Council allocates an annual sum of \$5,000.00 based on building maintenance priorities required at the Barracks, Elverd Cottage and Old Post Office and then listed projects such as the machinery wall were then considered. Unfortunately there are times when Council's priorities do not match the Society's expectations. • Clarification on Insurance Premium required and suggested Shire President and CEO attend meeting with KHS after liaising with new secretary, Hugh Carter. <p>Cr Trethowan:</p> <ul style="list-style-type: none"> • Could a meeting of the Sports Precinct User Groups be convened soon to try and establish development preference for Council consideration? Bowls Club meeting 12 October 2015. CEO to arrange meeting ASAP!
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10:25am Morning Tea Provided

12:30pm Lunch Provided

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>
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Rick Mitchell-Collins
Chief Executive Officer