

Record of Meeting (9:05am – 2:50pm) **Shire of Kojonup Briefing Session Tuesday 17 March 2015**

Attendance: Shire President, Deputy, Crs: Mathwin, Trethowan, Radford, Benn, Pritchard and Pedler (from 9:40am).

Apologies: Nil.

Officers: CEO (from 10:20am), MCS, PA (9:00am – 10:20am), MRCS (from 9:55am), DSC (9:55am – 1:40pm), MTKPP (10:00am – 2:10pm), MACS (10:00am – 1:40pm), MWS (10:00am – 2:50pm).

Guests: Russell Barnes – UHY Haines Norton (10:00am – 12:05pm).

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:05am – 10:00am	Not Compulsory - iPad Training Session hosted by the Manager of Corporate Services and Personal Assistant to the CEO.	iPad Training Session was held.
10:20am – 12:05pm	Russell Barnes from UHY Haines Norton to conduct a Long Term Financial Plan (LTFP) Workshop including What If Scenarios.	The LTFP forms an integral part of the requirements of integrated planning. Russell Barnes from UHY Haines Norton led a workshop with elected members and senior staff on the draft LTFP. This included several “what-if” scenarios surrounding rates increases, medical centre options and major asset renewals over the 15 years of the plan. Buildings is a major asset management issue for the LTFP and the following prioritisation was suggested:

		Flag ship Buildings/Essential to maintain service	Continuing / Cared for by Others / Income Producing	Lowest Priority
		Create Reserve Accounts to fund major maintenance and future asset renewal/replacement	Continue with maintenance to ensure servicability and safety of Asset	Minimal expenditure to be incurred. Future ownership/rationalisation to be reviewed
		Administration Centre & Chambers	Vanzuilecom St House	Curly Wig
		The Kodja Place Precinct	Staff Housing (x4)	Showgrounds
		Works Depot	34 Katanning Road (Doctors Surgery)	Old School (Complex)
		Springhaven Lodge	Spring Street Toilets	CWA
		Memorial & Lessor Hall	Bowling Club	RSL
		Sporting Complex	Golf Club	Historical Society Buildings / Old Barracks
		Swimming Pool	Loton Close (x7)	Saleyards
		Waste Management Facilities	Jean Sullivan (x5)	Old Day Care Centre
		Day Care Centre (New)	Numerous Community Halls	Bagg Street Doctors Surgery
		Apex Park Toilets	Wash Down Bay	Old Post Office
			Airport	Harrison Place Toilets
				Mens Shed
				Railway Station / Sheds
		<p>As part of the scenarios presented for the Medical Centre the LTFP showed the following outcomes:</p> <ol style="list-style-type: none"> 1. Spring Street - \$2,000,000 Spend – Baseline. 2. Extend 34 Katanning Road - \$400,000 Spend – Saving of \$140,000 per year over the plan. 3. Bagg Street - \$1,400,000 Spend – Saving of \$75,000 per year over the plan. <p>UHY Haines Norton will finalise the LTFP and forward to the Council for its consideration.</p>		
12.40pm – 1.48pm	CEO – Integrated Planning	<p>CEO advised that the LTFP workshop had raised a number of key issues regarding the realistic achievement of strategic goals whilst remaining prudent with rate increases, grant access and borrowing capacity.</p> <p>The gap in allocating sufficient funds for building maintenance and renewals remains a challenge yet Council is also considering a possible new medical centre, implementing projects attached to the Main Street and Sports Precinct Master Plans as well as reinvigorating the Kodja Place Precinct and reviewing the potential</p>		

		<p>enhancement of the Civic Precinct including Town Hall and Public Toilets. Cr Sexton requested that Councillors make a definitive decision on the Medical Centre at the 21 April Council Meeting. To assist such deliberations the CEO would conduct a Workshop on 7 April that looked at the scenarios listed in the 5 March Special Meeting Agenda as well as a "Wait and See" scenario in respect of Medical Infrastructure and Service provision.</p> <p>CEO agreed that it was essential to try and quantify building and all associated costs for each scenario as any decision by Councillors would impact on the LTFP of Council and its ability to achieve future goals.</p>
1.48pm – 2:10pm	Manager - The Kodja Place Precinct - Zahra Shirazee Introduction.	<p>Shire President on behalf of Council welcomed Zahra to Kojonup and hoped that her stay with us would be full of challenges and great outcomes in achieving the strategic objectives of the Kodja Place as well as maximizing Tourism, Marketing, Events and promotions for Kojonup as a whole. Zahra stated that she is keen to work with the local community and key tourism organisations to increase the profile and visitor numbers to Kojonup with the aim to develop the Kodja Place Precinct as a premier cultural and tourism attraction for Western Australia.</p> <p>Zahra has relocated from Albany after originally moving from Perth in 2000 and has a strong tourism marketing and public relations background with extensive experience working with the media, visitor centres and corporate sector having worked for the regional tourism body, Australia's South West and Tourism WA. Zahra has also worked for the City of Albany, the Heritage Council of WA, Perth Zoo and Scoop Traveller and has a special interest in working with youth and the Noongar Community.</p> <p>Zahra had been able to ascertain that Council's PA System had blown speakers and KTA's system required replacing which she would progress.</p>
2.10pm - 2.35pm	Manager Regulatory & Community Services – updates	<p>Manager of Regulatory & Community Services provided updates on:</p> <ul style="list-style-type: none"> • Kodja Place – Rammed Earth Walls; and • Pool attendance showing 43% increase in patronage up to February 2015.

COUNCILLOR Q & A

2:35pm – 2:50pm	<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: Visit by Hon. Paul Brown MLC confirmed for Thursday 9 April at 1.30pm in Reception Lounge – all Councillors welcome together with interested parties involved with Saleyard deliberations.</p> <p>Attended an equestrian event at the Showgrounds on the weekend and was very pleased to see the number of competitors and local support.</p>
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		<p>Cr Benn:</p> <p>User Agreements need to be explicit on the amount, location and display of memorabilia within the sporting complex which the CEO indicated would be addressed with the clubs as there is also no recognition of past sporting legends in Kojonup other than what exists at Kodja Place.</p> <p>CEO House – alternative option for possible consideration in Vanzuilecom Street (new 4x2 Brick house) as owner wishes to sell property rather than retain as primary residence? CEO advised that outcome of NSRF application known by 1 May and option could then be considered although it would have budget implications and strategic consequences.</p>
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10.00am – 10.20am Morning Tea
12:05pm – 12.40pm 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