

Record of Meeting (9.00am – 4.20pm) **Shire of Kojonup Briefing Session 9 October 2014**

Attendance: Shire President, Deputy, Crs: Trethowan (9.00am – 2.40pm), Mathwin, Benn, Pritchard, Radford and Pedler.

Officers: CEO, MRCS (3.00pm – 4.00pm), MW&S (1.45pm – 3.15pm), BMC/Ranger (2.00pm – 3.30pm)

Guests: Susan Kay & Ruth York – WA Country Health Service (9.00am – 9.50am)

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9.00am – 10.00am	Meet with Susan Kay & Ruth York from the WA Country Health Service regarding Kojonup Hospital Upgrade and possible synergies for new Medical Centre and shared service provision with Springhaven Aged Care Facility.	Shire President on behalf of Council welcomed Susan and Ruth to the Briefing Session to: <ol style="list-style-type: none"> 1. Update efforts undertaken by Council and the Community since 2011 in relation to the Medical Centre. 2. Discuss opportunities/synergies (if not too late given upgrades planned at the Hospital under the Southern Inland Health Initiative) regarding siting options for the Medical Centre/Consulting Rooms. 3. Explore joint sharing arrangements or options regarding duplication of Kitchen facilities at the Hospital and Springhaven. 4. Ascertain if a cooperative partnership can be progressed given diminishing levels of future funding. 5. Community needs meeting expectations.
10:00am – 11:00am	Meeting with Rob Hubbard – Chief Executive Officer – Kojonup Co-operative onsite at the Co-op Premises.	Council met with Kojonup Co-operative Chairman – Roger Bilney and CEO – Rob Hubbard for an on-site tour of the premises. Unfortunately building design of the western section did not allow Council to consider potential use for indoor sports facility as restricted floor space and height for basketball/netball. The Co-operative is assessing a number of options regarding the property. Council wishes the Directors and Shareholders every success in securing a sustainable future.

<p>11:00am – 1:10pm</p>	<p>Chief Executive Officer to discuss the Main Street Master Plan:</p> <ul style="list-style-type: none"> • Kojonup Co-operative • Medical Centre; • Men’s Shed; • CEO House; • Independent Living Unit’s (ILU’s); and • Kodja Place. 	<p>Medical Centre</p> <p>Pro’s</p> <ul style="list-style-type: none"> • Centralized/Shared Services; • Opportunity to develop/achieve a Medical/Health/Aged Care Precinct and Master Plan; • Releases Lots 3 & 32 for additional future health & well-being related uses; • Tele health provision for the future; • Joint sharing of emergency generator; • Defined car parking with joint access; • Holistic planning and development approach for essential community services; • Potential for consideration of Noongar Aged Care or ILU’s near the Springs; and • Civic Precinct development opportunities via Main Street Master Plan. <p>Con’s</p> <ul style="list-style-type: none"> • Legal aspects of State and Local Governments working together; • Level of contribution required by Council for Capital ongoing Maintenance/Asset Management; • Community reaction; • Access to external funding (GSDC/RDA); and • Receptiveness of GP. <p>Men’s Shed</p> <ul style="list-style-type: none"> • Recognize synergies with Tourist Railway. • Eventualities if/when main players leave – will drive, passion, enthusiasm etc. diminish? • 133-135 Albany Highway strategically located to form link between Kodja Place Precinct and Main Commercial Precinct. • Finalise Main Street Master Plan including long term future of CWA building. • Develop Tourism Strategy and Plan that identifies Benn Parade uses and links with both Main Street and Sporting
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	<p>Chief Executive Officer to discuss the Front Office Refurbishments in the absence of the Manager of Corporate Services.</p>	<p>Complex Master Plans – Integrated approach based on sound planning and research.</p> <p>CEO House Conceptual CEO House plan tabled and Council input requested on layout/aspect considerations prior to tender being called for Design and Construction.</p> <p>VROC ILU's CEO following up Shire of Broomehill-Tambellup ILU plans as newest unit officially opened 3 October 2014 and Shire President impressed on design and price range. Plantagenet Homes official opening of units will occur 17 October 2014 allowing further comparison.</p> <p>Kodja Place Advisory Committee meeting to be held this evening. CEO presented slides of key result areas and progress made against the recently adopted Kodja Place Strategic Plan. Senior Management Team and Senior Project Officer to undertake review phase with existing users and likely changes required under the new management model.</p> <p>Shire President and CEO briefed Councillors on meetings recently held with Community Fund Inc. members and Lessee of the Black Cockatoo Café which will be the subject of future Council Agenda items.</p> <p>Discussion undertaken on the immediate improvements required to ensure Council complied with lighting, acoustics, air movement and ergonomics for the front office including provision for the relocation of the CEO from existing office, possibly to office presently used by the Personal Assistant to the CEO and Community Services Officer. This would require Personal Assistant to the CEO to utilise office presently used by the Works Administration Officer.</p> <p>The existing CEO office would then allow two officers to be relocated.</p>
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		Councillors supported the CEO being relocated and that an amended layout plan be submitted for further consideration with the request that the front door remain in its present location.
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PROJECTS FORUM

Manager / Officer Updates on the Annual Budget (Monthly) (1.45pm – 4.00pm)	Comment
Manager of Regulatory & Community Services to give an update on the: <ul style="list-style-type: none"> • Day Care Project; • Waste Management; • Waste Water Re-use Project including Turkey Nest Dam; • Kevin O’Halloran Memorial Swimming Pool; and • Kodja Place Building. 	<ul style="list-style-type: none"> • Day Care Project - Following consideration by the Day Care Committee of the colour code, tweaking of the final building layout and determining retention of furniture items to be located in the new premises, the consultant is about to call tenders for the project. They will evaluate the tenders and provide a report recommending the preferred contractor for consideration by Council. • Waste Management - the MRCS met with Works Managers of the VROC partners to discuss various aspects of the proposed joint waste services contract for which documentation is being prepared by WALGA. Use of standard equipment across the shires is important to achieve economies of scale for such a contract which will hopefully reflect a competitive unit price for collection of household and recycled waste. • Water Re-Use Project & Turkey Nest Dam- Opus consultants are about to go to tender for construction of two new settling ponds that will receive waste from the truck wash facility. Turkey Nest dam has been desludged and the base and walls cleaned and reshaped ready for refilling for oval watering this summer. • Kevin O’Halloran Memorial Swimming Pool - Jennifer Spriggs from Geraldton has accepted the letter of offer for the Manager position at the pool for the upcoming season and the CEO is in the process of preparing a contract for her signing. Sonya Koster will be Acting Manager until Jennifer arrives about mid-November. It’s

	<p>proposed to hold a “pool free day” early December when Jennifer is on board and settled in and this idea will be further discussed at the next briefing of Council.</p> <ul style="list-style-type: none"> • Kodja Place Rammed Earth Walls - The consultant Engineer is currently preparing a report on the specification and methodology for rectification work to be carried out on the deteriorated rammed earth walls and we will use this information to seek written quotes for the relevant works to be carried out. One of the key challenges is to ensure as far as is practically possible that the remedial work is as close a match as possible to the original wall fabric texture and colour.
<p>Building Maintenance Coordinator/Senior Ranger to give an update.</p>	<p>Building Maintenance Coordinator provided a comprehensive verbal overview of building maintenance works undertaken and proposed in accordance with budget allocations and the Asset Management Plan in areas such as Springhaven, Council Chambers, Memorial Hall, Independent Living Units – Loton Close, Bowler Place etc. Kodja Place, Works Depot – just to name a few!</p> <p>Paul outlined Ranger Services and his desire to initiate a Regional Ranger Forum to ensure Rangers, Pound Keepers etc. had possession of uniform templates and procedures and the knowledge to enforce legal requirements for example related to a dangerous dog.</p>
<p>Manager of Works & Services to give an update on the:</p> <ul style="list-style-type: none"> • Works Program. 	<p>Prior to Craig presenting his Works & Services Report – Council wished him a Happy Birthday in the appropriate manner! Craig was asked to highlight the differences he had experienced over his life time as a Noongar and the pressures young Noongars faced today in an ever changing society where drug & alcohol, domestic violence and unemployment had a major detrimental effect on attitudes, cultural beliefs and the ability to be good role models for future generations.</p> <p>The concerns raised also apply equally to wadjela’s and other cultures! The challenge is how do we collectively and individually make positive change rather than letting the “System” deal with such issues as good intentions do not</p>

translate into reality unless there is a genuine desire and genuine need to change?

Ultimately there are some that may not choose to change whilst others are intimidated or lack the courage, confidence or self-esteem to change or alternatively opportunities are not available to secure meaningful employment. Should we as a community "Give Up" or not interfere or wait for the "System" to intervene?

There was also discussion on linkages with Schools as there tended to be a focus on "Welfare" recipients and "Work for the Dole" Schemes that waited until a problem occurred rather than be proactive and try to establish a career pathway for our youth and early childhood programs to make children more aware of social issues and how to avoid the spiral into unemployment, drugs & alcohol.

As a community should we not encourage and facilitate cultural awareness, training and education programs rather than leave it to others? What significance does Kojonup place on the Springs, Farrar Reserve, land next to the Works depot, Quin Quin Reserve, Myrtle Benn Reserve etc.?

How do we as a community address these issues, concerns and opportunities or do we think the challenge is too hard and do nothing in the hope that future generations will not be satisfied with more of the same?

If we can make a positive difference – "Believe in it!"

Works & Services Report

Current Works:

- Kojonup-Frankland Road Widening;
- Road Grading Boscabel Area;
- Kerbing Honner and Gregory Streets;
- Show Preparations;
- Turkey nest Dam filling on 20th October;
- Performance Reviews;

	<ul style="list-style-type: none"> • Leading Hand on Annual leave and will return in first week of November; • Works Administration Officer started; • 3 guys completed Traffic Control Course; • New Rollers due in November; and • Purchased New Broom for Skidsteer.
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COUNCILLOR Q & A

4.00pm – 4.20pm	<p>Councillor Updates</p> <p>Cr Mathwin – Great Southern Zone of WALGA (Western Australian Local Government Association) Meeting Update.</p> <p>Shire President</p>	<p>Cr Mathwin tabled notes taken of Great Southern Zone of WALGA Meeting from 29 August 2014 for information.</p> <p>Attended a WALGA Grain Freight Meeting on 6 October 2014 – Cr Benn also attended via teleconference.</p> <p>Attended official opening of Shire of Broomehill-Tambellup ILU’s in Tambellup with Cr Mathwin on 3 October 2014.</p>
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11:00am Morning Tea Provided

1:10pm Lunch Provided

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