

Shire of Kojonup Briefing Session – 4 April 2017

Record of Meeting (9:00am – 2:20pm)

Attendance: Shire President and Councillors: Sexton, Mathwin, Pedler, Radford (up to 11.00am), Warland, Hobbs & Pritchard

Officers: CEO, MCS & MCDT (9:00am – 11:45am)

Guests: Nil

Apologies: Nil

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Time Slot	Item	Response / Action
9:00am – 11:45am	The Manager Corporate Services & Manager Community Development & Tourism to lead Council in a Workshop on the Black Cockatoo Café	<p>Council were provided details of wages, cost of goods sold and sales history for the café which has been updated since the Briefing Session held 7 February 2017 and Audit Committee meeting held 21 February 2017.</p> <p>Discussions addressed:</p> <ol style="list-style-type: none"> 1. Draft Lease taking into account KP Precinct Master Plan recommendations and synergies with existing and proposed Kodja Place activities and functions. 2. Effect on Brand, business continuity and reputational risk if café reverts to a cake & sandwich bar. 3. Strategies to address the 'gap' between sales, wages and cost of goods sold including but not limited to: <ul style="list-style-type: none"> ➤ Improved Café/Kodja Place signage ➤ Menu options and pricing structure to address the cost of goods sold and back of house operations ➤ Food buzzers ➤ Operating hours ➤ Catering for Bus Tours, groups and events once Marketing Strategy implemented

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		<p>4. Arrange the removal of the damaged rammed earth walls with gravel to be stock piled at the Works Depot for future maintenance works at Kodja Place (if required) and</p> <p>5. Disabled Access delays and OHS compliance.</p> <p>It was agreed that the CEO submit an item to the 18 April 2017 Council Meeting seeking approval to call expression of interests for the lease of the café for an initial term of three years with a further 3 + 3 year option.</p>
11:45am – 1:25pm	<p>The Chief Executive Officer to discuss with Council:</p> <ul style="list-style-type: none"> • 26 Pensioner Rd • Albany Community Legal Centre Inc. • Regional EHO Position • 30 Katanning Road • Partnerships/Alliances 	<p>CEO to prepare agenda report regarding 26 Pensioner Road and draft letter for Shire President's signature supporting Albany Community Legal Centre Inc. existing funding from the state and federal governments.</p> <p>CEO reported on EHO interviews and that a verbal offer had been made to the preferred applicant. A collective agreement for EHO services would be prepared for participating councils rather than individual agreements as 'one in all in' otherwise Kojonup may find itself a year down the track trying to accommodate 1.0FTE not 0.4 FTE.</p> <p>Councillors of the view that 30 Katanning Road should be offered first and foremost as staff housing especially until new housing secured under R4R Grant and if no interest then made available to rent by the new Doctor.</p> <p>Kojonup Shire President & CEO to approach neighbours on willingness to conduct informal talks regarding Great South Coast Alliance, resource sharing, zone/other matters etc. and where we all fit now and in the future!</p>

COUNCILLOR Q & A

1:25pm – 2:20pm	<p>Councillor Updates</p> <p><i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i></p>	<p>Cr Warland:</p> <ul style="list-style-type: none"> • Creeper invading footpath between McLeod Street and Spring Street. Needs trimming back. Lilac nuts quite slippery and the drain at Church Avenue and Albany Highway needs attention. • Main Roads need to undertake repairs to washed out section of Katanning Road which has had witches' hats in place for months.
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		<p>Cr Hobbs:</p> <ul style="list-style-type: none">• Tyres at rear of Matthews Yard have gone• Pipeline works from the Southern Dam have commenced and proceeding according to plan despite a larger machine being required to dig out hard pad sections. Drilling across Albany Highway deferred until after Easter. <p>Cr Sexton:</p> <ul style="list-style-type: none">• Sought clarification from Shire President of outcomes with Martin Holzberger – Operations Manager RSLWA as Kojonup Sub Branch President recollection confusing. Shire President stated that as discussed and agreed at the meeting, Council will now proceed to contact McLeods Solicitors to progress the title transfer from RSL WA to the Shire of Kojonup subject to identifying either by MOU or other legal arrangement Kojonup RSL Sub Branch future use of a repurposed RSL Hall for use at no charge for commemorative services such as ANZAC DAY and Remembrance Day including a meeting place for contemplation and fellowship. <p>Legal arrangements will also include provision for consultation with RSL WA and the Kojonup RSL Sub Branch regarding any future 'Walk of Respect', additional Interpretative Panels regarding Brigadier Potts' life story and other service veterans, new cenotaph, War Memorabilia Displays, etc., that 'may' occur within a revamped precinct. Once Council has completed its Precinct Planning in consultation with stakeholders including RSLWA and the Kojonup Sub Branch, a more definitive plan will be able to be adopted and publicly displayed together with appropriate applications seeking external funding.</p> <p>Cr Sexton thanked the Shire president for the clarification and a copy of the letter to RSLWA is also being sent to the Sub Branch for their records.</p> <p>Cr Pritchard:</p> <ul style="list-style-type: none">• Will progress Sharp Rush trials and treatments following Council's endorsement of NRM sites.
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		<p>Cr Mathwin:</p> <ul style="list-style-type: none"> Reported on most recent Regional Health Advisory Meeting. Kojonup Hospital (Health Service) looking for RN's but have 2 graduates commencing soon. Attended the Health Service Open Day and was amazed at how quickly Tele Health has been activated in Rural WA and the effectiveness of being able to get access to doctors for treatment and symptom diagnosis on line. <p>Cr Pedler:</p> <ul style="list-style-type: none"> Aboriginal Health Services in Bunbury (despite the name) will accept patients regardless of ethnicity which is not a commonly held belief in the community which is a shame. <p>Shire President:</p> <ul style="list-style-type: none"> Curly Wig – outlined letter from Dianne Schubert regarding CRC Building Bridgetown News – extent of activities undertaken by their CRC and need to visit. Should also include visit to Collie and Manjimup. Outlined visit by Ernst Young Consultants regarding St John Ambulance Strategic Planning. CEO will ensure item included in E News. KDH School Fair a successful day and congrats to all involved. Attended the Community Forum regarding the Alzheimer's project at Springhaven which was also very interesting.
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10:40am – 11:00am Morning Tea

12:40pm – 1:20pm 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