

Shire of Kojonup Briefing Session – 31 July 2017

Record of Meeting (9:00am – 3:10pm)

Attendance: Shire President and Councillors: Sexton & Hobbs (all from 11.00am), Crs Radford, Mathwin & Warland (all from 9.00am).

Officers: CEO, MCS & SFO (9.00am – 10.45am), MWS (11.00am – 12.15pm)

Guests: Nil.

Apologies: Crs Pedler and Pritchard

DECLARATIONS OF INTEREST

Nil.

CONCEPT/AGENDA FORUM

Time Slot	Item	Response / Action
9:00am – 11:00am	Audit Committee Meeting (See Agenda under separate cover)	Minutes of the Audit Committee Meeting held 31 July 2017 are available from the Shire website at www.kojonup.wa.gov.au
11:15am – 12:15pm	The Manager Works & Services to provide an update to Council as deferred from the previous Briefing Session	The Manager Works & Services reported the following to Council: Current Works <ul style="list-style-type: none">• Gravel sheeting Fisher Rd from Dalton Rd to Manolini Rd – 4kms including widening of culverts to 8m, installation of signs and guide posts.• Road grading South West corner of the Shire• Finalisation of The Kodja Place Disability Access• Installation of 'Welcome to Kojonup' signs in progress

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- Town site and roadside spraying
- Bitumen road patching where and as required

Upcoming Works

- Culvert cleaning and mulching of overhanging trees on Magini & Ladyman Rds to prepare for gravel sheeting
- Road grading South/South West corner of Shire
- Marking of Parking Bags on Albany Highway

Present & Upcoming Gardening Works

- Spraying irrigated turf area for weeds
- Cutting turf from the edge of the Hockey oval to plant at Executive Residence. Ordering of plants for landscaping there too
- Prune roses at Springhaven, Administration Office, Hospital Carpark and Barracks
- Planting deciduous trees in various park locations
- Trenching along mainline at Apex Park and laying new wiring and valves for irrigation system
- Relocated irrigation controller and box from rear of old Doctor's Surgery to bottom of Hillman Park for easy access after building is fenced
- Erecting gate in bottom corner of Newstead Park to complete fence line

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- Plant revamped Springhaven front garden bed and extend irrigation into there
- Planting of annuals for colour in gardens for Wildflower Week
- Removed timber panels from Hillman Park and opened up path area
- Trench and lay new irrigation wiring from controller to Hillman Park
- Planted sever trees along George St outside Aura Gallery
- Under prune trees at Cemetery, Hallam Rd and corner of Broomehill Rd & Albany Highway
- Removing Agonis from flower boxes and replanting with small plantings

A Visual Inspection in a 4 Tonne Truck of Junctions entering onto Albany Highway within Kojonup was undertaken to ascertain any visual hazards that will require works. The results of the inspection are as follows:

1. Robertson Road – Remove 2 x prunus plums to South
2. Katanning/Kojonup Road – No issues
3. Pensioner Road – Remove 2 x trees to South
4. Spring Street – Remove 2 x trees to North & 1 x tree to South
5. Church Avenue – Remove 2 x trees to North & 2 x trees to South
6. Newstead Road – Remove 2 x trees to North & 2 x trees to South
7. McLeod Street – Remove 2 x trees to North & 1 x tree to South
8. Harrison Place – Remove 2 x trees to South
9. Gregory Street – Remove 1 x tree to South
10. Elverd Street – Remove 2 x trees to South
11. Vanzuilecom Street – Remove 2 x trees to South
12. Spencer Street – No issues
13. Gordon Street – No issues

- The MWS to prepare an Agenda item for the 15 August 2017 Council Meeting outlining the safety aspects associated in the tree removal, increased traffic volume and size of vehicles, especially trucks and SUVs damaged caused to footpaths and maintenance costs since the trees were planted.

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		<ul style="list-style-type: none">• Football Oval and associated drainage issues: Councillors discussed concerns raised by Peta Zadow and the MWS clarified the issues of drainage. The oval had not been irrigated since the first week of June. Since then Kojonup has received over 125mm of rain and the compacted surface of the oval means that water sheets as it cannot reach the drainage system. Egabeva will be engaged to undertake drainage works as designed by Paul Robertson for the duplication of the west car park and new west cul de sac now rather than wait until earthworks commence in Jan/Feb 2018 coinciding with works on Pensioner Road. Egabeva will pick up stormwater from the Hockey Club House and direct into new enlarged pits/sumps as the present arrangement has water trying to flow upwards. The smell is associated with grass clippings decomposing not from water from Turkey Nest. Turkey Nest water is pretreated and must remain in the tanks for a minimum of 24 hours in accordance with Environmental requirements before it can be irrigated. Marina is preparing an application seeking external funds to upgrade oval drainage which is in excess of \$100k, however the oval needs to have the top metre removed and back filled with sand at the same time. This could add another \$100k given new kerbing and pits around the oval would need upgrading. Hopefully the community could assist similar to what was achieved with gravelling the air strip. The MWS to prepare an Agenda item of approach, costs, in-kind assistance, etc. for Councils consideration.• Crapella Road – general discussion on the merit of upgrading the intersection for Albany Highway with GD Pork and Stone Axe Pastoral sharing the Cheviot Hills existing entrance as it offered improved sight distance for motorists. Main Roads WA would require a slip road similar to that constructed for Wellards at Beaufort with significant contributions from GD Pork and Stone
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		Axe. It is important that this option is discussed with property owners and Main Roads WA ASAP given Council has identified Cherry Pool Tree Road as an access option for Stone Axe.
1:00pm – 2:05pm	The Chief Executive Officer to workshop 'Succession Planning' with Council	<p>Councillor's participation in the workshop was well received and emphasised the need for additional staff housing in order to attract and retain the skillsets required to meet future needs. Resource Sharing was also necessary given Kojonup's limited rate base and population growth. The CEO will continue to progress succession planning options over the next 10 months.</p> <ul style="list-style-type: none"> • Kodja Place: Rammed Earth Walls CEO advised that water had penetrated the rear section of Zahra's office and the ladies' toilet walls were also deteriorating with gravel falling onto the floor. Councillors recognised that supervision of mixture content when the building was constructed was the primary cause and the walls would continue to deteriorate to an extent that they would need to be removed and/or covered. It was also apparent that the gutters required cleaning. <p>Council would look closely at its Asset Management Plan to try and address the issues sooner rather than later, however there were several buildings requiring attention. CEO to ascertain from MRS outcome of sealant trails in an attempt to stabilize rammed earth walls.</p> <ul style="list-style-type: none"> • Water Consumption: CEO seeking feedback on high water consumption particularly at KP and Day Care as far too high. Important that managers review any abnormal fluctuations in accounts in an effort to reduce costs and improve efficiencies.

COUNCILLOR Q & A

2:05pm – 3:10pm	Councillor Updates <i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i>	<p>Shire President:</p> <ul style="list-style-type: none"> • Morning Tea with PM – Malcolm Turnbull – 2 August 2017 in Albany As Shire President and CEO away, invitation has been extended to Digby Stretch and Tracey Hodgkin to attend. Digby available and if
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		<p>he has the opportunity to discuss issues with any influencers he will do so. Eg:</p> <ul style="list-style-type: none">➤ Data/NBN,➤ Cost/availability of high school education as another disincentive to stay in Kojonup especially for professional positions.➤ The significant cost (head works) to develop housing in rural towns where it's not possible to get the same return on costs as in metro areas. <ul style="list-style-type: none">• Crime statistics – Very pleasing to see further reductions and some community members anxious that there may be an increase once offenders released on bail. Invite Sgt Cartledge to attend an August Briefing Session to express our thanks for the work he and his team are achieving.• GSDC are arranging for an IT expert to visit Katanning to run a workshop in September which will be of interest to Kojonup given Key Pillar 5 – Digital in our Community Strategic Plan.• WALGA – Review of <i>Local Government Act 1995</i>. The CEO has forwarded background information and WALGA plans to run a series of workshops to receive feedback from members. Kojonup will also 'walk through' the Act next month.• Fire Break Order – looks like the smaller magnet used this year instead of the preferred larger magnet! <p>Cr Hobbs:</p> <ul style="list-style-type: none">• Websites – how many do we have active/inactive and are their plans to consolidate with links as site must remain accurate for Council and Visitor Information Centre/KP? CEO advised that MCDT/MCS/EA is addressing same and preparing a report to Council as all part of our ICT Planning. <p>Cr Sexton:</p> <ul style="list-style-type: none">• CEO Review – recommends that next year Council formally appoints Consultant to ensure transparency. Shire President advised that existing resource will not be available next year requiring Council to make a new appointment.
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		<ul style="list-style-type: none">• Audit Committee – recommends that the Presiding Member be a community representative now that 2 independent community members are on the committee. <p>Cr Mathwin:</p> <ul style="list-style-type: none">• Briefed Councillors on Audit Committee meeting including the provision of background information to the Community Members regarding Black Cockatoo Café EOI and surrender of lease.• Community Health Advisory Committee/Home and Community Care – reported on meetings attended 14th and 25th July 2017.
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11:00am Morning Tea

12:30pm Lunch

Info Bulletin	Circulated	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.
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Rick Mitchell-Collins
Chief Executive Officer