

Record of Meeting (9:00am – 2:40pm) **Shire of Kojonup Briefing Session 19 April 2016**

Attendance: Shire President & Councillors Sexton, Radford, Warland, Pedler, Mathwin, Hobbs & Pritchard

Officers: CEO (from 9:15am), MW&S (9:00am – 10:10am), MCS (9:00am – 10:10am), MRS (9:00am – 10:10am) & DSC (12:40pm – 1:30pm)

Guests: Nil

Apologies: Nil

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 10:10am	<p>Manager Regulatory Services to update Council on:</p> <ul style="list-style-type: none"> Waste Management 	<p>MCS advised Council that he has been in ongoing discussions with Paul Webb, the Operations Manager at Blackwood Waste Services regarding the discussion of arrangements for the ongoing management of the Transfer Station and Landfill Facility. The MCS will meet with Paul Webb again this following week to continue discussions. Once a satisfactory arrangement has been reached, the MCS update Council regarding the finalized decision.</p>
10:10am – 10:45am	<p>Chief Executive Officer to update Council on:</p> <ul style="list-style-type: none"> P Harrison videos Office of National Rail Safety 	<p>CEO advised that he had just received a phone call from a distressed Margaret Robertson who was devastated that she had not reinforced Council and her team's expectations with Peter, especially as the quality produced to date was less than desirable. Shire President provided background of meeting held with Peter Harrison and Deputy Shire President on 9 April 2016 and is awaiting a response from Mr. Harrison.</p> <p>Councillors were presented correspondence and a technical report from the Office of National Rail Safety (ONRS) regarding future accreditation</p>

	<ul style="list-style-type: none"> VROC Black Cockatoo Cafe 	<p>and track conditions between Denney Road and Farrar Sidings. CEO to prepare a report for 17 May 2016 Council meeting.</p> <p>Attended CEO meeting 13 April 2016 at Cranbrook with the following items discussed:</p> <ul style="list-style-type: none"> Waste Water Re-Use and Harvesting Projects – final acquittals achieved and projects fully completed in accordance with CLGF Agreements. ILU updates provided and Cranbrook erecting walls and roof trusses as did not have same amount of ground works to undertake as Kojonup. Waste Collection Services – Plantagenet assessing Kerbside collection in house but other Shires have engaged WBW. Local Law Review – slowly progressing but resource allocation an issue. Regional Environmental Health Officer – interviews being conducted. Mort representing Kojonup. Regional ROMAN OFFICER – to be progressed. Human Resource Management – to be progressed. Education Department more open to the possible sharing of facilities and finalizing review of “Use of School Premises” policy. Full VROC meeting at Tambellup on 11 May 2016 with Cr Ronnie Fleay to assume chair. <p>Update provided on discussions with Andrew Paice and Staff.</p>
10:45am – 12:40pm	Health Services & Community Precinct Development Plans – Council to Discuss Drafts and Moving Forward	There was extensive discussion on draft reports from an asset management, financial and social planning perspective. CEO to prepare agenda item for 17 May 2016 Council meeting on next stages required given Councillors feedback.
1:00pm – 1:30pm	Development Services Coordinator to update Council on: <ul style="list-style-type: none"> Independent Living Units – Loton Close Springhaven Frail Aged Lodge 	At request of the CEO, DSC provided an indicative overview of the differences between the construction of a residential vs commercial premises; highlighting emergency lighting, egress, amenities and fire safety. DSC also suggested for those Councillors interested, that the National Construction Code is available to access for free from the Australian Building Codes Board website, so they could review the differences in the two volumes for themselves.

		<p>DSC then presented a brief PowerPoint presentation (refer Attachment 1) to provide an update on the two projects requested:</p> <p>ILUs – concreting will be finished tomorrow and site cleaned up on Thursday. Waiting on revised electrical detail and quote to drop sewer lid in Loton Close before establishing extent of road works within this budget, or whether will be part of request for consideration in 16/17.</p> <p>Springhaven – residents and staff have been very patient and accommodating of the building works. Progressing well with works scheduled to be completed by 18 May. Vinyl will go in next week, tiler will take approximately 3 days then the fitting off and painting. Budget is progressing on track, however one of the existing bathrooms has been leaking and Council were provided a “heads up” of future maintenance works for budget considerations, should the SIHI grant be unsuccessful.</p>
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COUNCILLOR Q & A

<p>1:30pm – 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>Cr Radford: Fire Danger Rating Sign at Northern Boundary of Albany Highway not yet replaced. CEO disappointed this had not been done as request generated months ago and will follow up why?</p> <p>Cr Mathwin: Asked about progress with LandCorp on Soldier Road Subdivision. CEO advised that he is meeting Jon Bailey – Development Manager next week. Post Script – Mr Bailey invited to attend 3 May 2016 Briefing Session at 1:30pm to update Council.</p> <p>Cr Pritchard: Will be attending Great Southern Road Safety Conference at Cranbrook on 26 June 2016 together with Stephanie Waldron. Councillors Sexton and Hobbs (as Council’s delegates on the Great Southern Regional Road Group) also indicated they would like to attend. CEO to ensure Stephanie registers both Councillors.</p>
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10:45am – 11.00am Morning Tea

12:40pm – 1.00pm 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



Kojonup

Project Updates


Council Briefing Session – Tuesday 19 April 2016



Kojonup

ILUs

- Retaining walls 100% completed
- Concreting 80% completed
- Power connection
- Revised timeline show completion date of first week in December
 - Wall framing will be next step
- Budget (Revised electrical, road widening, sewer manhole lid)




Concrete pump trucks...



SPRINGHAVEN

- Weather
- Timeline
- Selections
 - Tiles, front door
- Specifications
- Budget



Bathroom progress



Queries?

