

Record of Meeting (9am -2.55pm)

### Shire of Kojonup Briefing Session 20 August 2013

#### DECLARATIONS OF INTEREST

Nil

Attendance: Deputy Shire Pres, Clrs Mathwin, Pritchard, Pedler from 9am, Clr Marsh from 1.30pm, Shire Pres from 1.38pm, Officers: CEO from 9am, ME&W (9.00-10.08), MCS (from 9.17am), MR&CS (from 11.25am), SFO (from 1.30pm)

Apologies: Clr Hewson and Clr Baulch

#### CONCEPT FORUM

<b>Item</b>	<b>Issue</b>	<b>Response / Action</b>
9:00am – 9:50am	South West Aboriginal Land & Sea Council delegates Gail Beck & Brenda Hill provided an update on Native Title Settlement in the South West of WA	Council requested to remain informed of this important development given the areas aboriginal heritage, culture and values
9:50am – 10:08am	Manager of Works & Engineering Update and Question and Answer Session.	Manager of Works & Engineering Updated Council on current works: <ul style="list-style-type: none"><li>• George Street Footpath</li><li>• Gordon Street Kerbing</li><li>• Grading Boscabel/Potts Area</li><li>• Removal of 6 Lemon Scented Gums at North of Cemetery, replaced with 35 Chinese Elms</li><li>• Spraying around town near completion then to Muradup and Rural Bitumen Roads</li><li>• Clearing of Blocked Pipes/Culverts in various locations</li><li>• Mulching Tone Road from Blackwood to Orchid Valley</li><li>• Organising expressions of interests with Les Hewer for Storm Damage works</li><li>• Organising Quotations this week with Heather Marland for Truck &amp; Skid Steer</li><li>• Cost Up Gordon Street Drainage</li></ul>

		<ul style="list-style-type: none"> <li>• Anthony Street Culvert</li> <li>• Future Budget Provision for removal of large pine trees at Elverd Cottage</li> </ul>
10.08am – noon	Discussions with respect to the gifting of vacant town lot located adjacent to Muradup Hall by the Muradup Branch of CWA to the Shire of Kojonup, led by the Manager of Corporate Services ( <i>see attached</i> ).	<p>Manager of Corporate Services updated Council on: CWA gifting of Lot 8 Piesse Street Muradup to Council</p> <ul style="list-style-type: none"> <li>• Provided an overview of an offer from CWA with respect to the gifting of Lot 8 Piesse Street Muradup to the Shire of Kojonup for the purposes of the Muradup community,</li> <li>• Provided confirmation that offer from CWA was still current,</li> <li>• Provided confirmation of acceptance from Muradup Hall committee of their commitment to assist the Shire in any way with maintenance of the block to ensure the land is preserved for the community,</li> <li>• Sought qualification from Councillors present at the briefing session as to the level of support in accepting the land (Councillors supported an Item being presented to the September meeting recommending acceptance of the offer)</li> </ul> <p>Update on Progress with Respect to CWA gifting of Lot 130 Albany Hwy, Kojonup (CWA Hall)</p> <ul style="list-style-type: none"> <li>• Advised Councillors present that confirmation has been received from the Department of Lands that the transfer document and instructions to complete the transfer dealing was sent to CWA on 31 July 2013.</li> <li>• Once the executed transfer document has been received by the Department of Lands, it will be lodged on behalf of</li> </ul>

		<p>the CWA at Landgate for registration,</p> <ul style="list-style-type: none"> <li>• The documents for the creation of a reserve for the purpose of 'Community Purposes' and a Management Order with Power to Lease or Licence (for up to 21 years with the approval of the Minister for Lands) in favour of the Shire of Kojonup will be prepared and lodged at the same time.</li> </ul>
Noon – 12:20pm	Discussions with respect to Independent Living Units (ILU), CEO House and 25 Vanzuilecom Street House led by the Chief Executive Officer	CEO to prepare Reports on site options, development considerations needed to progress ILU (VROC Grant) and Staff Housing.
12:50pm – 1:30pm	<p>Manager of Regulatory &amp; Community Services to provide an update on:</p> <ul style="list-style-type: none"> <li>• Day Care Project</li> <li>• Kodja Place Structural Integrity</li> <li>• Ranger Services Resource Sharing with VROC partners and Gnowangerup</li> <li>• Showground's – Need for assessing buildings for maintenance &amp; structural integrity</li> </ul>	<p>Manager of Regulatory &amp; Community Services updated Council on:</p> <ul style="list-style-type: none"> <li>• Resource sharing of Ranger services with the Shires of Broomehill/Tambellup, Cranbrook and Gnowangerup.</li> <li>• Scoping visit by Structural Engineer to assess structural integrity of defective rammed earth walls and natural stone wall at Kodja Place as well as an assessment of any possible wind loading on lighting towers at the Sporting Complex due to advertising hoardings attached to the towers. This consultant to also undertake soil profile sampling of the Day Care site as a prerequisite to building of the proposed new Day Care facility.</li> <li>• Next site meeting planned for the Day Care project working group is Wednesday 28<sup>th</sup> August to discuss final conceptual plans and to engage with Day Care operators and parents to discuss proposed design of new facility.</li> </ul>

		<ul style="list-style-type: none"> <li>• Report to be prepared by Michael Prandi (Prandi Builders) on the condition of all buildings located at the Showgrounds with projected costs for upgrade/repair/replacement as necessary for tabling and discussion at a future Council briefing session.</li> <li>• The Potts Memorial lighting project is to be put on hold pending further information being sought on other options for lighting of the memorial that will be provided by the RSL.</li> <li>• Lighting is not to be provided for the three flagpoles at Kodja Place and their use will be limited to special events/occasions. The new flags recently purchased for Kodja Place are to be stored as spares for the flagpoles located at the Council administration office or for occasional use at Kodja Place.</li> </ul>
1:30pm – 2:05pm	Q & A Session regarding the Monthly Payments Listing (see attached)	Noted and listed for approval at Council Meeting.
2:05pm – 2:15pm	Request to Light the Wool Wagon on Albany Highway with a blue light on International Diabetes Day - Thursday 14 <sup>th</sup> November 2013	CEO to notify applicant that approval granted if they organize coloured lighting which is 'fit for purpose'.
2:15pm – 2:55pm	Department of Health & Ageing – Governance for Care: Everyone's Business DVD	Web site <a href="http://www.health.vic.gov.au">www.health.vic.gov.au</a> for further information.

10:30am Morning Tea Provided

12:20pm 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>
---------------	------------	---

GUESTS

**(By prior notice and scheduling with the CEO or President)**

External

South West Aboriginal Land & Sea Council – Gail Beck & Brenda Hill

Rick Mitchell-Collins  
Chief Executive Officer

**Explanatory Notes**

COUNCILLOR Q&A Is where Councillors can ask operational questions of the Chief Executive Officer.

AGENDA FORUM Is where officers provide a status update or seek guidance in the work up of an item for a future agenda. This allows Councillors to stay informed and ensure items have been adequately researched by the time the item is formally presented to Council. No decisions are made on the item and all aspects considered will form part of the officers report.

CONCEPT FORUM Is where plans, strategies, and opportunities can be work shopped between staff and Councillors to guide the initial stages of development and test concepts before allocating further resources to the concept work up. This is normally not open to the public unless otherwise advised, where the workshop may involve members of a committee or community group. This is supported by the Department of Local Government Guideline on Council Forums that states:

*Behind closed doors and in a relatively informal manner are the two notable characteristics of concept forums. Holding such meetings behind closed doors is justified in that many of the ideas and concepts are preliminary and while looking for that creative gem some may be extreme, expensive or impractical and never adopted.*

*Discussion on such proposals in a public forum would be counter-productive. Privacy and informality allows elected members to propose ideas, ask questions and discuss issues for the better understanding of those in attendance. Such forums assist individuals to become better informed and to clarify their views.*