

Record of Meeting (9.00am – 2.25pm) **Shire of Kojonup Briefing Session 18 August 2015**

Attendance: Shire President, Deputy, Crs: Mathwin, Trethowan, Pritchard, Radford, Benn and Pedler (from 10.17am).

Apologies: Nil.

Officers: CEO, MRS (9.55am – 12.00am), MCS (11.20am – 12.45pm), DSC & Town Planner (9.35am – 10.55am).

Guests: Dr Nicholas Du Preez (Owner) & Ms Claire Fleming (Practice Manager) – St Lukes Family Practice
Don Hair, Rhonda Hair & Graham Hobbs - Kojonup Tourist Railway

DECLARATIONS OF INTEREST

Nil.

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 9:30am	St Luke’s Family Practice (SLFP) – Dr Nicholas Du Preez (Owner) & Ms Claire Fleming (Practice Manager) to give an update on the transition.	<p>Shire President welcomed Dr Du Preez and Claire to the Briefing Session. Dr Du Preez indicated that the surgery as a building was fine but in the future may require 2 additional rooms (Procedure Room and Dietician/Phycologist Room) to cater for the ever changing world of health provision especially in attracting and retaining Doctors, Nurses and Allied Health services.</p> <p>SLFP hoped to attract Pathwest to Kojonup however this has not eventuated necessitating SLFP to look at training a Registered Nurse to undertake blood and Pathology services. The transition was at first daunting with Dr King having 20 years familiarity with some patients and while there has been a delay in meeting appointment times it was essential for Doctors to know patient history and past treatments in order to provide the right diagnosis and treatment plans.</p> <p>Dr Du Preez was confident 2 additional Doctors would be in place by January 2016 and additional 2 day support from next month. SLFP offer walk in appointments between 9-12 and this time could be compromised should Doctor be required at the Kojonup Hospital.</p>

		<p>Suggested that The Kojonup News be used more regularly by SLFP to provide updates as there are community members who do not have access to Facebook or website.</p> <p>Initial IT problems have been rectified but would be better if NBN connected (Council officers have indicated that NBN does cover Katanning Road and Dr Du Preez will be advised to contact NBN for service connection).</p> <p>SLFP have been warmly received by Springhaven residents and Doctor spends an afternoon on site with staff very competent in having residents ready for consultation.</p> <p>In relation to On-Call, Rosters, Kojonup Hospital and weekend coverage is effectively determined by WA Country Health Service not SLFP! On-Call Doctors have to ensure mobile phone coverage, proximity to hospital, no alcohol and regularity of being on call as it is an onerous task over several years and not every Doctors "cup of tea". Medical & Health Services is budget driven as it is a major business despite the general public expecting the services to be community orientated. In years to come facilities for example at Katanning may become "Holding Centre's" until transfer to larger facilities at Albany or Perth!</p> <p>Dr DuPreez is not in a position to purchase 30-34 Katanning Road but certainly would entertain renting 30 Katanning Road for staff housing.</p> <p>Elected Members thanked Dr Du Preez and Claire for their time and update.</p>
9.35am – 10.00am	Town Planner & Development Services Coordinator update	<ul style="list-style-type: none"> • Cheviot Hills – Special Use Provision considerations; • Matthews Transport Depot – Planning considerations; and • Barracks – Rose Garden rock work – non-compliance as proceeded with development without Council approval.
10:00am – 11:00am	Don & Rhonda Hair plus Graham Hobbs from the Kojonup Tourist Railway to discuss the proposed Steam Locomotive.	<p>Shire President welcomed KTR members to address the following questions as a result of Council Decision 111/15:-</p> <ul style="list-style-type: none"> • Can you explain the conditions/terms of the loan for the locomotive? (Verbal agreement only and KTR will seek written Agreement)

		<ul style="list-style-type: none"> • What sort of works and maintenance obligations of the KTR are expected during the loan period? (Loco to be under cover and fenced for security purposes) • What happens at the end of the loan period? (Indefinite Loan) • Does the KTR have to insure the locomotive whilst it is on display? (Yes! – forms part of Agreement) • What would happen in the event of vandalism/damage occurring to the locomotive? (KTR would rectify) • What would happen in the event that the KTR was not able to continue to meet the loan conditions? (Unlikely to occur in KTR’s opinion) • What are the KTR’s thoughts towards the collocation of other activities around the station precinct such as men’s shed, RV stopping place? (Agree that co-location required) • What are the KTR aspirations for the station precinct? (A special place to display memorabilia and rolling stock and conduct train rides to Farrar Reserve) • Are the KTR willing to consider relocating the locomotive to a position closer to the station building? (Yes!) • Would the KTR participate in the preparation of an overall plan for the future potential uses of the area around the station precinct – coordinated by Council? (Yes!) • Does the KTR see a day when the other carriages may also form part of a rolling locomotive display? (Yes!) • Given the State heritage significance of the station precinct, are there any uses that the KTR believe would not be suitable for the area? (Would form part of overall Development Plan discussions) • What potential is available for more frequent trips by the KTR, should demand increase? (Untapped potential through collective marketing & promotion of Kojonup!) <p>Council will progress with the services of Helen Munt to prepare an overall plan for the railway station heritage precinct that can guide these types of developments within the reserve. This would provide recommendations on the siting and use of future developments within the heritage precinct based on the existing recognised railway heritage values for the site. The State Heritage Office’s advice on any changes decided by Council/Community or the Kojonup Tourist Railway to the</p>
--	--	--

		<p>proposed site of the locomotive such as near the railway station building would need to be referred back to them for their comment and advice. KTR will provide Council written documentation from Bassendean to assist the process. Shire President thanked KTR members for their input.</p>
<p>11.25am – 12.00pm</p>	<p>Manager of Regulatory Service updated Council on proposed Liquid Waste Ponds.</p>	<p>Due to the Shire of Katanning recently deciding to limit disposal of liquid waste to that pumped from septic systems located within their Shire, liquid waste from Kojonup residences is currently being transported by the liquid waste contractor to Shire of Plantagenet for disposal at additional cost to the consumer (resident).</p> <p>Council has an option of providing their own liquid waste facility at either the old Robinson Road landfill or at the current landfill off Albany Highway which can be designed to cater only for Kojonup residents or to receive additional liquid waste from other local governments such as Broomehill/Tambellup who also rely on the Shire of Katanning liquid waste facility for disposal.</p> <p>There is a threshold of 100,000 litres capacity before the facility becomes a Prescribed Premises under DER regulation, for which a Works Approval is also required prior to construction.</p> <p>Our waste management consultant Ian Watkins has provided an indicative cost of up to \$5,000.00 to prepare working drawings for a pond design and topographical survey, with an estimated cost of the first of two evaporative ponds being in the order of \$15,000.00 based on a threshold of 95,000 litres.</p> <p>Before commencing any design or survey work I am awaiting a response from the Water Corporation as to whether they will allow discharge of liquid waste into their waste water treatment plant which I understand they plan to upgrade and may be capable of receiving liquid waste.</p> <p>We are also enquiring about the possibility of liquid waste being processed and converted into a fuel source by either of two business enterprises proposing to develop within the Shire of Kojonup.</p> <p>Manager of Regulatory Services will brief Council further on this matter at the next Briefing Session.</p>

<p>12:00pm – 12:45pm</p> <p>1.25pm – 1.50pm</p>	<ul style="list-style-type: none"> • Chief Executive Officer and Cr Trethowan to give an update on the Sports Precinct Master Plan. • Chief Executive Officer to give an update on: <ul style="list-style-type: none"> i) Kojonup Memorial Hall – Toilets; ii) Curly Wig Area; iii) Saleyards; 	<p>Cr Trethowan and CEO updated Council on the various location options for multi-purpose courts that would also meet Netball Club needs (whether outdoor and partially/fully roofed or one indoor court and external courts).</p> <p>User Groups were provided a scale pack to measure areas West of the Bowls Club, between Sports Complex and Hockey ground and existing Netball site to clearly ascertain how many courts could be accommodated in those particular areas.</p> <p>Surface options were also being researched as cost will be a major issue now and in the future both in capital works and operationally.</p> <p>CEO is meeting Bowls Club Committee this evening to update members on various options and to eventually ascertain Clubs future strategic and asset planning as the ABV report indicated refurbishment of the kitchen etc. is required at a cost of approximately \$106k. Consideration must be given to integrating opportunities for the bowls club to maximize its 12 month presence within the sports precinct.</p> <p>Paul Vlasich (Consultant) on a recent visit looked at utilizing the Eastern entrance to the Hall (next to the Kitchen and internal toilets) for the replacement of the Harrison Place toilets provided Ute height access was available to the stage/main hall. Council also questioned the need for the undercroft to be used if alternative storage could be incorporated in a funding application. CEO and staff to progress funding application(s) for Hall electrical, toilet and theatrical improvements.</p> <p>Potential to subdivide existing property into 2 commercial lots with Eastern end of property reverting to Public Open Space. Concept plans and cost estimate being prepared for Council's consideration over the next few months.</p> <p>Status Report provided on Department of Environment Regulation (DER) Review and CEO hopes to have further information next month.</p>
---	--	---

	iv) Railway Reserve – East of Albany Highway	CEO to progress Management Order for this section of the reserve.
1:00pm – 1:25pm	Inspection of the new Day Care Centre Building.	Manager Regulatory Services together with BGC Site Manager provided Elected Members and CEO a tour of the facility which was very impressive and due for completion in October 2015.

COUNCILLOR Q & A

1:50pm – 2:25pm	<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 Sexton:</p> <ul style="list-style-type: none"> • Requested Advisory Committee Minutes be placed on Council Website for public information. CEO advised that he had recently requested MCS to place details of ALL committees on the website including role/scope, members and meeting frequency as applicable especially as Council representation and Committees will be reviewed after the October Election. • CEO has also requested MCS to prepare “Volunteer” Form that is completed each year that: <ol style="list-style-type: none"> 1. Lists our Volunteers 2. Ensures they have Insurance cover (similar to volunteer fire brigade members) for Kodja Place Volunteers, Sport Precinct Volunteers, Springhaven, P & A Society, Swimming Pool, Library etc. <p>MCS responded as follows: Some of the issues will be:</p> <ul style="list-style-type: none"> • Police Clearance (Springhaven) • Working with Children’s check (Library) • Induction • OH&S • Training <p>It is definitely required from a good management and risk minimisation basis.</p> <p>There is a declaration that people sitting on Council advisory committees have to make (via Council Policy) and therefore some of the groups that you have mentioned (the more formal ones) will be partially covered.</p>
-----------------	---	---

		<p>We are covered from an insurance point of view so long as people are operating under our direction, i.e. we know they are volunteering.</p> <ul style="list-style-type: none"> • CWA – Muradup Status Report required on transfer of property to Council. MCS to follow up for next Briefing Session. • Cemetery concrete plinths – Councillors encouraged to inspect. • Depot Review – CEO advised that this item is with Senior Management Team. <p>Cr Radford:</p> <ul style="list-style-type: none"> • Standpipes – Encourages Council to ensure all standpipes incorporate swipe card ASAP as merely transferring problem to standpipes that presently do not have new technology. • Sewerage Overflow – Railway Reserve between Pensioner & Soldier Roads. Becoming a regular occurrence and Water Corporation need an immediate long term solution as raw sewerage within the reserve, Goodall's paddock and Kojonup Creek is not environmentally acceptable! CEO to express urgency to the Water Corporation in writing to solve problem. <p>Shire President:</p> <ul style="list-style-type: none"> • New Electoral boundaries are of concern as area too large and our electorate loses a seat. Elected Members agreed and dissatisfaction needs to be in writing to Electoral Commission. • Wirrapanda Foundation – Community Drug Workshop 31 August 2015 being held in Council Reception Room. More details would be circulated to Councillors upon receipt from Robbie Miniter. • VROC Meeting – 6 August 2015 A full VROC meeting was held during the WALGA Conference alleviating need to conduct meeting on 26 August 2015. Matters discussed included: <ul style="list-style-type: none"> - Local Law Review (in progress). - Regional Council for Road Construction & Maintenance Discussion paper received but given minimal savings, diminishing road grant funding and reliance of Council's requiring road construction to be undertaken at similar times
--	--	--

		<p>limits this type of approach succeeding. Elected Members shared similar concerns.</p> <ul style="list-style-type: none"> - Joint Tender – Waste Collection Services – On track for quotes from WALGA preferred suppliers to be received in September 2015. - Regional Environmental Health Officer – awaiting costings from Plantagenet regarding Resource Sharing. - Regional Asset Management Officer – Scoping paper being prepared to explore costs/benefits from Resource Sharing such an officer. - Records Repository Sign at Broomehill is being progressed as building does not presently reflect VROC undertaking. - VROC Regional Economic Development Strategy – Discussion Paper being prepared by Cassandra Hughes (Cranbrook). - Kojonup will be chair of VROC for 2015/2016. <p>Cr Pritchard:</p> <ul style="list-style-type: none"> • Municipal Heritage Inventory Review Committee – when is next meeting? • WALGA Great Southern Zone Meeting – Albany 28 August 2015. Cr Pritchard would like to attend. Shire President and Cr Mathwin indicated they would also be attending as Council’s delegates.
--	--	---

11:00am Morning Tea
12:45pm Lunch

Info Bulletin	Circulated	<p>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.</p>
---------------	------------	---

Rick Mitchell-Collins
Chief Executive Officer