

Record of Meeting (9.00am – 2.50pm) **Shire of Kojonup Briefing Session Tuesday 7 April 2015**

Attendance: Shire President, Deputy, Crs: Mathwin, Trethowan, Radford, Benn, Pritchard and Pedler.

Apologies: Nil.

Officers: CEO, MRCS (Until 2.20pm), DSC (Until 2.08pm).

Guests: Torben Sorenson and Henning Laue - GD Pork (12.35pm – 1.15pm).

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

| Item | Issue | Response / Action |
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| 9:00am – 11:15am | <ul style="list-style-type: none"> • Medical Centre Long Term Financial Plan Session hosted by the Chief Executive Officer. • Manager of Regulatory & Community Services to discuss indicative construction costs for Medical Centre. | <p>CEO, MRCS and DSC led the workshop that addressed a number of options including Quantity Survey and Building costs related to greenfield sites as well as renovation and extension.</p> <p>Construction cost per m² averaged \$3,500 with fit out and other considerations in respect of:</p> <ul style="list-style-type: none"> • Sewer/Storm water • Fire • Telstra/NBN • Crossovers/Traffic Management • Furniture & Fittings • Western Power backup generator • Landscaping & Signage • Street Lighting <p>Making a conservative estimate of \$2M+ for a greenfield site and approximately \$1.6M for renovation/extension of Bagg Street.</p> <p>The need for a greenfield site was discussed including estimates to prepare architectural plans for expressions of interest which would cost over \$100k.</p> <p>The Long Term Financial Plan workshop held 17 March 2015 indicated that if Loan Borrowings were used it would require a</p> |

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| | | <p>minimum of \$150k per annum over the next 10 years in principle repayments as well as a minimum 5% increase in rates and this does not provide consideration of projects such as:-</p> <ul style="list-style-type: none"> • Main Street Master Plan implementation • Sports Precinct Master Plan implementation • Industrial estate expansion • Kodja Place Precinct works • Loton Close Subdivision • Katanning Rd and Murby Street Subdivision • Works Depot upgrade • Telecommunications Tower upgrade <p>Shire President outlined discussions undertaken with Mr. Church and St Lukes Family Practice regarding various scenarios. CEO to prepare report for 21 April 2015 Council Meeting which captures workshop discussions.</p> |
| 11:15am – 11:30am | Manager of Regulatory & Community Services to discuss options for Kodja Place remedial work. | The MRCS advised that BGC Constructions are keen to assist in remedial work for deteriorated section of the rammed earth walls at The Kodja Place and are currently preparing a cost estimate to carry out the necessary works for repair/replacement of affected walls above windows on the Western side of the building and demolition of the damaged and deteriorated wing walls leading off the car park. The MRCS will brief Council on the scope, methodology and estimated cost before the builder commences any work. BGC has also suggested treatment of the walls affected by damp with a chemical injection method and this option is being further researched by the builder to ensure it's a workable solution able to arrest any damp access issues throughout the building. |
| 1:35pm – 2:05pm | Manager of Regulatory & Community Services to give an update on the Water Corporation – Pilot Project outcome of meeting held 26 March 2015. | The workshop which was organised by the Water Corporation was also attended by representatives from Department of Water, Department of Health WA, Great Southern Development Commission, Kojonup District High School and Shire of Kojonup. The objective of the workshop was to identify and consider options for expansion of the water reuse program including the existing waste water reuse scheme as well as stormwater through roaded catchment and use of the Water Corporations South Dam etc. to reduce reliance on use of Water Corporation scheme water for a range of uses, particularly those not requiring a potable source. Water Corporation is preparing a report on options discussed at the workshop including possible funding assistance through the |

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| | | Department of Water. The report will hopefully be available by end of June 2015 at which time Council will be further briefed on the matter. |
| 12:35pm – 1:35pm | Torben Sorenson & Henning Laue from GD Pork to introduce their proposed improvements and waste disposal methods at the piggery on Crapella Road. | <p>Torben and Henning provided an overview of their proposed improvements to accommodate an additional 10,000 pigs (from 16,000 pigs to 26,000 pigs). This will include new purpose built, climate control sheds as well as a feed mill. Their waste disposal system will overcome their power shortages, providing three phase power for their operations.</p> <p>They are proposing an additional staff house on site. Staff are highly skilled and currently have been obtained through the 457 visas program from the Philippines. Recent workers have since brought their families to town and live in town (with their kids enrolled at St Bernard's).</p> <p>A site tour was offered for in the future and Councillors were keen to attend.</p> |

COUNCILLOR Q & A

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| 11:30am – 12:05pm 2:05pm – 2:50pm | Councillor Updates <i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i> | <p>Cr Pritchard: Is Manager Works & Services aware that gate to the White Dam has been vandalized – Yes</p> <p>Cr Radford: Be mindful to access Commodities Route Funding for Broomehill and Collie Roads given East/West increase in Truck movements to Bunbury.</p> <p>Cr Pritchard, Cr Radford and Shire President: Provided overview of Elected Member training held at Katanning on 26 & 27 March 2015 especially meeting procedure and debating which focused on attendee's participation on a number of hypothetical situations and how elected members evaluated</p> |
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| | | <p>reports, what their decision making roles entailed and debating procedures. Cr Pritchard particularly pleased that Kojonup Concept, Agenda Forums and Briefing Sessions align with Department Guidelines.</p> <p>Cr Trethowan: Provided overview of Future Forum that she attended as a Board member of GSDC. There were a diverse range of speakers and common threads that the region needs to address regarding level of service and paying it forward whether a business or community. Know who our clients are and use Social Media to our best advantage as the digital age enables people to choose lifestyle and location whilst still being connected remotely from their professional pursuits. Our Region and Kojonup has so much potential to entice people from the hustle and bustle of the city.</p> <p>Chinese tourists for example like "Technical Tourism" to see and experience "paddock to the plate." We also need serviced land available to attract families to our area as well as enhance accommodation to the next level to lure tourists and provide memorable experiences.</p> <p>Cr Mathwin: Spoke on her attendance at the Women in Local Government Conference recently held in Adelaide and the quality of speakers.</p> <p>Cr Sexton: Provided background on letter tabled by CEO regarding Kojonup RSL request for an additional flag pole at the Muradup Memorial to recognize New Zealand on ANZAC DAY. Council had no objection to request.</p> <p>Shire President:</p> <ul style="list-style-type: none">• ANZAC DAY – Cr Radford to "stand in" for Shire President for Anzac Services.• Reminded Councillors of Hon. Paul Brown MLC visit 1.30pm 9 April 2015 followed by Rick Wilson MP visit on 10 April. |
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| | | <ul style="list-style-type: none"> • CEO Review - Paper work required to enable Anne Lake Consulting to facilitate review process. Would Councillors like to undertake a Performance Review at same time? • CEO reported that CSO preparing to lodge on Survey Monkey and also hard copies of Community Engagement Survey. • Cultural Awareness Workshop – 22 April at Sports Complex from 6.00pm – Councillors welcomed to attend. • General consensus that PA system be externally hired as required as then assured it is “fit for purpose” while Council PA System trying to be repaired/upgraded. • Workshop with Curator – Sue Graham-Taylor being conducted 7 May and encouraged Councillor attendance. • Concept Forum – general consensus that CEO endeavor to arrange at least one forum per month on the off fortnight of Council Meetings as today’s forum was very beneficial. • CEO presented the Draft Enterprise Bargaining Agreement to Council which addressed issues such as capping the sick leave benefit, paying out annual leave loading in the year due, adjustment to Council contribution towards corporate uniform, capping amount of annual leave, RDO’s and TIL able to be accrued. Changes will be discussed with the employee consultative committee prior to a ballot being held. |
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9:30am-9.50am Morning Tea
12:05pm-12.35pm Lunch

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| 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