

Record of Meeting (9.00am to 2.05pm) **Shire of Kojonup Briefing Session 4 March 2014**

**Attendance:** Shire President, Deputy, Crs: Mathwin, Trethowan from 10.35am, Benn from 9.30am, Pritchard, Pedler, Radford.

**Officers:** CEO, MRCS, MWS (11.15am – 12.22pm), CSO (9.00am – 11.05am, 12.55pm – 1.20pm)

**Guests:** David Heaver & Sarah Thorne - H & H architects (9.00am – 10.25am)

DECLARATIONS OF INTEREST

Nil

CONCEPT FORUM

| Item             | Issue   | Response / Action   |
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| 9:00am – 10:55am | Meet at Reception Lounge for: <ul style="list-style-type: none"> <li>• Site visit to Kojonup Occasional Care Centre on Elverd Street.</li> </ul> <i>David Heaver &amp; Sarah Thorne from H + H Architects will also attend.</i> | Council & staff met on site with the architects to discuss areas of the project where cost reductions could be achieved with Shire staff undertaking earthworks. <ul style="list-style-type: none"> <li>• It was agreed that the retaining walls could be excluded and the playground developed with gradual sloping earth embankments that would not require retention with the option of building retaining walls at a later stage if considered necessary.</li> <li>• It was decided that vehicle parking arrangements for the development be reviewed with the option of providing angled street parking, thereby freeing up the proposed parking area for the project that could be retained by Council to either sell or be used for future Council development.</li> <li>• Following the site meeting further discussion was held with the architects at the Council Briefing Session where the architect briefed Council on the advantages/disadvantages of transportable versus permanent structures from both a structural integrity and cost comparison basis.</li> <li>• The option of locating the proposed Day Care, Play Group and Toy Library facility at the sports complex was also discussed. However, it was considered that a</li> </ul> |

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|                              |   | <p>crèche may be more suitable than a Day Care at such a facility and it was therefore decided that the Day Care should perhaps remain at the present proposed location but include the needs for Play Group and Toy Library in the Master Plan for the sports complex.</p> <ul style="list-style-type: none"> <li>• With the Play Group and Toy Library to be considered in the Master Plan for the sports complex, it was decided to eliminate Stage 2 of the co-located Day Care project, but modify the building foot print for Stage 1 to allow for after school care as part of the Day Care facility.</li> <li>• Following the briefing and site discussions the architect was requested to provide revised drawings of the Day Care that reflected the areas discussed, namely the vehicle parking plan and revised Day Care building foot print showing the elimination of Stage 2, but providing an area for after school care/activities as a component of Stage 1.</li> </ul> |
| <p>10:55am –<br/>11:15am</p> | <p>The Manager of Regulatory &amp; Community Services to:</p> <ul style="list-style-type: none"> <li>• Showcase the Warren Blackwood Waste &amp; Kojonup District High School DVD on Reducing, Reusing &amp; Recycling Waste.</li> <li>• Provide an update on the Southern Aboriginal Corporation Housing Board houses off Katanning Road near the water storage tank.</li> </ul> | <p>The Council were shown a DVD produced by the high school in conjunction with local contractor Warren Blackwood Waste promoting the message of reduce, reuse, recycle.</p> <p>The school is now in the process of developing a fridge magnet and it was agreed at the briefing that funds allocated in the budget for waste education be offered to the school towards cost of the fridge magnet project.</p> <p><b>Two Derelict Houses off Katanning Road</b><br/>Photos of both houses showing their derelict condition were presented at the briefing. The MRCS advised he had arranged for boarding up of the dwellings some time ago in response to complaints by members of the general public as well as concerns from the local police regarding use of the dwellings for youth to hang out and pursue dubious activities.</p>  |

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|  | <ul style="list-style-type: none"><li>• Provide an update on the status of the waste collection service operated by Warren Blackwood Waste.</li><li>• Provide an overview of the maintenance plan for the Jean Sullivan Units linked to the Integrated Asset Management Planning.</li></ul> | <p>The buildings do not appear to have deteriorated to the extent that a demolition order can be issued for their removal. However this is the best option and it was agreed that the Shire President will contact an appropriate organisation who has responsibility for the dwellings to discuss the likelihood of them being demolished.</p> <p><b>Warren Blackwood Townsite Waste Service</b><br/>The weekly collection of household waste is limited to residents located within the town site and does not extend to the rural areas of the Shire.</p> <p>In the past there has been an arrangement whereby farmers or persons outside the town site could take their bins of household rubbish to the transfer and recycle station for free disposal.</p> <p>However, since operation of the transfer and recycle facility by the contractor this practice has ceased and farmers now pay for disposal of household and other categories of waste.</p> <p>The fee charged is \$5.00 per 240litre sulo bin or \$20.00 per trailer load or equivalent. There have been no issues with this arrangement from farmers or other persons.</p> <p>The cost for this type of service in one metropolitan tip the MRCS is familiar with is \$80.00 to \$90.00 per cubic metre.</p> <p>Maintenance Plan presently being prepared together with Loton Close Units which will form part of the 2014/2015 Budget considerations and future works.</p> |
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|  | <ul style="list-style-type: none"> <li>• Discuss the idea of a Thank You Function for residents, volunteers and business owners for their service to the community.</li> <br/> <li>• Workshop the Independent Living Units.</li> <br/> <li>• Provide an update on the Southern Link VROC.</li> </ul> | <p>Councillors indicated that in the past Council invited the Presidents or Heads of all the local organisations to a “thank you party” hosted by the Shire President. Invitee’s would include service clubs, CFCO, Ministers of religion, sporting clubs, union reps, farmers organisations etc, the rational was to get as wide a representation of the district as possible. It was the custom for the President and CEO to compile the list and usually make any major announcements or awards at the same time to add some prestige and flavour to the event. It appears the concept just faded away rather than any conscious decision not to continue and should be revisited.</p> <p>Deferred as will form part of Main Street Master Plan discussions.</p> <p>Action from previous meeting:<br/> <i>‘CEOs to investigate a Strategic Planning Facilitator. Proposed course of action could be to have a pre-consultation meeting with CEOs and then report to a full meeting of the VROC followed by a facilitated session’.</i></p> <p>The CEOs met in January and will meet again in March to discuss and prepare briefing papers to members for consideration at the next Full VROC Meeting. Topics are:</p> <ul style="list-style-type: none"> <li>• Timeline in relation to the future of VROC, financial contributions, resourcing and others.</li> <li>• Ray Davy – Regional Cooperative Models.</li> <li>• Richard Ball, Keston Technology – Business Case findings – Regional Council for Road Construction and Maintenance.</li> <li>• Encouraging, creating opportunities for officers other than CEOs to participate in the VROC to discuss resource sharing opportunities.</li> <li>• GSDC Blueprint – Final Report.</li> </ul> |
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|                 | <ul style="list-style-type: none"> <li>• Discuss preferred consultant for the Main Street Renewal Strategy &amp; Development Plan.</li> <li>• Provide an update on the Kodja Place Advisory Committee.</li> <li>• Provide an update on the meeting held on Friday 28 February 2014 with Main Roads Department regarding the Main Street.</li> </ul> | <p>Formal endorsement of preferred Consultant to be included in 18 March 2014 Agenda and CEO also to advise unsuccessful submitters.</p> <p>An excellent initial meeting was held and minutes will be tabled at March 2014 Council Meeting.</p> <p>CEO and Council frustrated at delays in receiving advice regarding traffic surveys and Heavy Vehicle Detour. Works on fixing failures in Main Street to be undertaken on 17 March for approximately 6 weeks. Notices of traffic disruption to be placed in Kojonup News and residents off Pensioner Road to be letter dropped.</p>   |
| 1:45pm – 2:00pm | Cr Pritchard to discuss financial contribution towards publishing the WA Explorers Diaries Project  | <p>Madam President, fellow Councillors;</p> <p>From the printed material distributed this morning, you will be aware that all Shire Councils connected in some way to the work of John Septimus Roe, have been approached, seeking financial support for the publication of Roe’s exploration diaries, 1829-1849.</p> <p>A similar letter was received by the Kojonup Historical Society and discussed at their meeting on the 3<sup>rd</sup> February 2014. The Historical Society is dependent on the Shire for finance and as I was present, it was resolved that “Cr. Pritchard refer the matter to Council for funding consideration”.</p> <p>I will give my views! The Western Australian Explorers Diaries Project Inc. (WAEDP) was formalised by an agreement between the Dept. of Land Admin. (DOLA), now Landgate, and Hesperian Press, in March 2001. Its aim is to collate and reproduce all diaries, reports, letters and other documents relating to expeditions of discovery in Western Australia from European settlement until Federation.</p> |

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|  |  | <p>It is a "not for profit" organisation registered as a tax deductible gift recipient. Surplus funds from sales, if any, are set aside to assist with future publications. The publications are intended to serve as primary sources for historical researchers as well as interest for the general reader. Further explanations can be found on pages xxiv/xxvii, of Vol. 1, which I have tabled.</p> <p>As the States first Surveyor General, Roe's principal role was to organise exploration as directed by Gov. Stirling, through the Colonial Secretary, Peter Broun. He did undertake explorations himself, and on his 1835 King George Sound (Albany) to York expedition, he traversed country 23 kms to the east of Kojonup, naming Scamper Creek, located to the north of the junction of the Broomehill Road and the Old Broomehill Road.</p> <p>Roe was meticulous in the work of recording explorers' correspondence, examining Field Books and diaries, before forwarding details to the Col. Secretary. The Col. Secretary then made reports to the Governor, who released information to the public to encourage settlement of the State.</p> <p>Kojonup was mentioned by A. Hillman, on 16<sup>th</sup> March 1840, when he commented that there are 30 to 40,000 acres of land on the right bank of the Balgarup, "available for sheep farming". W.N. Clark, in March 1840, referred to the Balgarup to Mandalup area, describing pasture, sufficient "to feed the whole of the sheep, now in the colony".</p> <p>I have, myself, spent many hours of research at the State Records Office, seeking information about the first owners of Kojonup Location 2, and can appreciate the efforts of WAEDP volunteers in transcribing the various records into a format, suitable for publication. During my work with Michael Lance, Gnowangerup, retracing parts of Roe's</p> |
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|                 |                        | <p>1835 exploration, along a section of the Pallinup River, we formed an opinion that some Historical aspects could appeal as sights, for tourism.</p> <p>Madam President, I consider Roe contributed significantly to the very early settlement of Kojonup.<br/>I advise that, in consultation with CEO, Rick, I will be preparing a Notice of Motion for our next Council meeting, recommending financial assistance of \$1,500 to WAEDP, for the publication of John Septimus Roe's exploration diaries 1829-1849.</p> |
| 2:00pm – 2:05pm | Shire President Update | <p>Shire President outlined matters raised with Minister Redman at the WALGA Zone Meeting regarding CLGF and future funds being channeled via GSDC, costs of headwork charges inhibiting development plus decrease in Road funding and events management/functions associated with WWI celebrations.</p>  |

*10:37 – 10.55am Morning Tea*

*12:22 – 12.55pm Lunch*

Rick Mitchell-Collins  
Chief Executive Officer