

Shire of Kojonup Briefing Session – 21 February 2017

Record of Meeting (9:00am – 2:45pm)

- Attendance:** Councillors: Mathwin, Pedler, Radford & Warland (from 9:00am), the Shire President and Councillors: Sexton, Pritchard & Hobbs (from 11:00am).
- Officers:** CEO (from 11:00am), MCS (11:15am – 12:05pm) & SR/BMC (11:55am – 12:45pm)
- Guests:** Nil
- Apologies:** Dominique Magini – Records Officer

DECLARATIONS OF INTEREST

Nil

CONCEPT/AGENDA FORUM

Time Slot	Item	Response / Action
9:00am – 11:00am	Audit Committee Meeting (See Agenda under separate cover)	Minutes of the Audit Committee Meeting held 21 February 2017 are available from the Shire website at www.kojonup.wa.gov.au
11:15am – 12:05pm	Integrated Planning Workshop – Strategic Community Plan	<p>The Manager Corporate Services discussed the proposed timeline of events with Council for the Integrated Planning Workshop for the Community Strategic Plan update:</p> <p>Timeline MARCH/APRIL</p> <ul style="list-style-type: none"> • Community Strategic Plan (Community Consultation) <ul style="list-style-type: none"> Appoint External Facilitator Three workshops/social events – School Aged, 18-55, 55+ week starting 3 April Survey – Online Only due end of April <p>Community Aspirations (Outcomes) grouped into the eight themes as adopted for the 2013 plan:</p> <ul style="list-style-type: none"> ➤ Supporting main street ➤ Building prosperity ➤ Feeling good about living in Kojonup

Shire of Kojonup Briefing Session – 21 February 2017

		<ul style="list-style-type: none"> ➤ Living in a safe community ➤ Creating opportunities for youth ➤ Staying active and entertained ➤ Being healthy ➤ Being well governed <p>Proposed Community Aspirations (Outcomes) for the 2017 plan's community consultation:</p> <ul style="list-style-type: none"> ➤ Building and maintaining prosperity ➤ Ensure Kojonup is a safe and attractive place to live for all ages ➤ Living in a safe community ➤ Staying healthy, active and entertained ➤ Being well governed within our means <p>The Manager Corporate Services also discussed the pricing of the truck wash down bay and provided the following financial figures to Council:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">16/17</th> <th style="text-align: center;">15/16</th> <th style="text-align: center;">14/15</th> </tr> </thead> <tbody> <tr> <td colspan="4">Revenue</td> </tr> <tr> <td>Washdown Bay Fees</td> <td style="text-align: right;">-\$ 16,064</td> <td style="text-align: right;">-\$ 19,169</td> <td style="text-align: right;">-\$ 18,102</td> </tr> <tr> <td></td> <td style="text-align: right;">➤-\$ 16,064</td> <td style="text-align: right;">➤-\$ 19,169</td> <td style="text-align: right;">➤-\$ 18,102</td> </tr> <tr> <td colspan="4">Expenditure</td> </tr> <tr> <td>8802-WD Bay Exp</td> <td style="text-align: right;">\$ 862</td> <td style="text-align: right;">\$ 440</td> <td style="text-align: right;">\$ 172</td> </tr> <tr> <td>8807-Utilities</td> <td style="text-align: right;">\$ 6,871</td> <td style="text-align: right;">\$ 22,523</td> <td style="text-align: right;">\$ 8,736</td> </tr> <tr> <td>8011-Washdown Repairs</td> <td style="text-align: right;">\$ 4,135</td> <td style="text-align: right;">\$ 11,014</td> <td style="text-align: right;">\$ 6,873</td> </tr> <tr> <td></td> <td style="text-align: right;">➤\$ 11,869</td> <td style="text-align: right;">➤\$ 33,977</td> <td style="text-align: right;">➤\$ 15,781</td> </tr> <tr> <td></td> <td style="text-align: right;">➤-\$ 4,195</td> <td style="text-align: right;">➤\$ 14,808</td> <td style="text-align: right;">➤-\$ 2,321</td> </tr> </tbody> </table>		16/17	15/16	14/15	Revenue				Washdown Bay Fees	-\$ 16,064	-\$ 19,169	-\$ 18,102		➤-\$ 16,064	➤-\$ 19,169	➤-\$ 18,102	Expenditure				8802-WD Bay Exp	\$ 862	\$ 440	\$ 172	8807-Utilities	\$ 6,871	\$ 22,523	\$ 8,736	8011-Washdown Repairs	\$ 4,135	\$ 11,014	\$ 6,873		➤\$ 11,869	➤\$ 33,977	➤\$ 15,781		➤-\$ 4,195	➤\$ 14,808	➤-\$ 2,321
	16/17	15/16	14/15																																							
Revenue																																										
Washdown Bay Fees	-\$ 16,064	-\$ 19,169	-\$ 18,102																																							
	➤-\$ 16,064	➤-\$ 19,169	➤-\$ 18,102																																							
Expenditure																																										
8802-WD Bay Exp	\$ 862	\$ 440	\$ 172																																							
8807-Utilities	\$ 6,871	\$ 22,523	\$ 8,736																																							
8011-Washdown Repairs	\$ 4,135	\$ 11,014	\$ 6,873																																							
	➤\$ 11,869	➤\$ 33,977	➤\$ 15,781																																							
	➤-\$ 4,195	➤\$ 14,808	➤-\$ 2,321																																							
12:05pm – 12:45pm	The Senior Ranger/Building Maintenance Coordinator to discuss Security with Council	<p>Shire President welcomed Paul Retallack to the session who outlined:</p> <ul style="list-style-type: none"> • Process required for the removal of rubbish and abandoned vehicles on streets. • Communications and protocols with Homes West • Neglect of animals and effective relationship with RSPCA Officers • Rationale behind CCTV Security Master Plan for Council Buildings and also links with Wi-Fi infrastructure • Potential funding streams • Society has changed and not necessarily for the better 																																								

Shire of Kojonup Briefing Session – 21 February 2017

1:10pm – 2:00pm	The Chief Executive Officer to provide an update to Council	<p>The Chief Executive Officer discussed the following topics with Council:</p> <ul style="list-style-type: none"> • Building Better Regions Fund Application – 5 (2.5x1) ILU's • Lotterywest – Memorial Hall and Harrison Place Toilets (Civic Precinct) and linkages with Main Street Master Plan and Kodja Place Master Plan • ICT Plan and link with Security/CCTV hardware • Cemeteries – Concept Plans for Kojonup, Muradup and Boscabel • Sports Complex Management Committee – need to ramp up meetings • Recently advertised positions
--------------------	---	---

COUNCILLOR Q & A

2:00pm – 2:45pm	<p>Councillor Updates</p> <p><i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i></p>	<p>Cr Warland:</p> <ul style="list-style-type: none"> • Willow Tree along channel near CWA Building has been cut up but why hasn't it been removed? Shire President advised that a limb had been cut up on Watts Road and left. CEO indicated that where feasible limbs were mulched for future use by Parks & Gardens. <p>Cr Pedler:</p> <ul style="list-style-type: none"> • Changerup Road has had soft edge signs in place for a long time and asked the question how many other places have signage that should be removed? How many culverts still require headwalls in order to complete works? CEO to follow up with MW&S. • Street Sweeper – Does MW&S inspect job done before sign off? <p>Cr Radford:</p> <ul style="list-style-type: none"> • Showground Drains – inspected site during heavy rains and found the big drain running behind Poultry Shed ineffective as needs maintenance to ensure stormwater actually gets to the showground dam. Main Drain from the Old speedway area caught a lot of water but rocking in places needed to prevent erosion/scouring. MW&S to contact Cr Radford to undertake onsite inspection as works may coincide with proposed catchment improvement grant project.
--------------------	---	---

Shire of Kojonup Briefing Session – 21 February 2017

		<p>Cr Hobbs:</p> <ul style="list-style-type: none"> Attended WALGA Training in Albany on Budget and Assets, other training opportunities available as shown below: <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; font-weight: normal;">TRAINING COURSE</th> <th style="text-align: left; font-weight: normal;">HOST COUNCIL</th> <th style="text-align: left; font-weight: normal;">DATE</th> </tr> </thead> <tbody> <tr> <td>Better Planning Decisions</td> <td>Albany</td> <td>14 March 2017 (Tues)</td> </tr> <tr> <td>Understanding Strategic Policy in LG</td> <td>Albany</td> <td>15 March 2017 (Wed)</td> </tr> <tr> <td>Understanding Financial Reports and Budgets</td> <td>Kojonup</td> <td>20 April 2017 (Thurs)</td> </tr> <tr> <td>Sustainable Asset (Infrastructure) Management</td> <td>Kojonup</td> <td>21 April 2017 (Fri)</td> </tr> <tr> <td>Effective Community Leadership</td> <td>Kojonup</td> <td>4 May 2017 (Thurs)</td> </tr> <tr> <td>CEO Performance Appraisals</td> <td>Kojonup</td> <td>5 May 2017 (Fri)</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Bowls Club – Solar panels installed and will report on first 3 months of use in due course. <p>Cr Sexton:</p> <ul style="list-style-type: none"> Day Care Centre Update for next Briefing Session. CEO advised that as the Acting Chair of the Day Care Committee he would brief Council. <p>Cr Pritchard:</p> <ul style="list-style-type: none"> All work force issues are to be referred to the CEO Myrtle Benn – ‘No Removal of Firewood’ signage required but in some areas, is this an advantage? Forum on 1 March in the Lesser Hall may shed light on such a question. Rubbish Bin replacement – Benn Parade. CEO advised that Marina is progressing same including RV Dump Point sign. Harrison Place, Curly Wig & Bagg Street concept plans. CEO advised that Lotterywest application being finalized. New owners of G Pember property also being approached regarding improved access from Bagg Street that would also service rear property access of Curly Wig concept plan. <p>Cr Mathwin:</p> <ul style="list-style-type: none"> Kojonup has included item on WALGA GS zone agenda re Licensing/Stamp Duty increases Expressed disappointment that Dr Amir has left Kojonup and important that we try to retain doctors and their families. Dr Amir 	TRAINING COURSE	HOST COUNCIL	DATE	Better Planning Decisions	Albany	14 March 2017 (Tues)	Understanding Strategic Policy in LG	Albany	15 March 2017 (Wed)	Understanding Financial Reports and Budgets	Kojonup	20 April 2017 (Thurs)	Sustainable Asset (Infrastructure) Management	Kojonup	21 April 2017 (Fri)	Effective Community Leadership	Kojonup	4 May 2017 (Thurs)	CEO Performance Appraisals	Kojonup	5 May 2017 (Fri)
TRAINING COURSE	HOST COUNCIL	DATE																					
Better Planning Decisions	Albany	14 March 2017 (Tues)																					
Understanding Strategic Policy in LG	Albany	15 March 2017 (Wed)																					
Understanding Financial Reports and Budgets	Kojonup	20 April 2017 (Thurs)																					
Sustainable Asset (Infrastructure) Management	Kojonup	21 April 2017 (Fri)																					
Effective Community Leadership	Kojonup	4 May 2017 (Thurs)																					
CEO Performance Appraisals	Kojonup	5 May 2017 (Fri)																					

Shire of Kojonup Briefing Session – 21 February 2017

		had a heavy workload that may be seen as a deterrent to other doctors relocating.
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.



Rick Mitchell-Collins
Chief Executive Officer