

**AGENDA**  
**COUNCIL BRIEFING FORUM TO BE HELD IN COUNCIL CHAMBERS ON**  
**THURSDAY 23 AUGUST 2015**

<p><b>Please Note:</b> The conduct of Council Briefing Forums must adhere to the guidelines as set out in the Council Policy Manual – Policy 1.3 (Council Briefing Forums)</p>
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**1.0 OPENING**

**2.0 ATTENDANCE**

**3.0 STRATEGIC/ CONCEPT ITEMS**

*For the purpose of ensuring that Elected Members are fully informed and have input into strategic and corporate direction and related issues of importance to the shire.*

**3.0.1 Corporate Business Plan 2015-16 Status Report (attachment 3.0.1A)**

**4.0 STRUCTURAL REFORM**

**5.0 STRATEGIC/CONCEPT AGENDA ITEMS**

*These items will generally involve projects or matters that are in the early planning stages and are sometime away from being presented to Council for consideration. It provides elected members and staff with the opportunity to have input into the development and review of strategic issues, concepts and Council Policies.*

**6.0 GENERAL BUSINESS**

*For the purpose of providing Elected Members with the opportunity to raise matters with Staff of operational significance, or vice-versa, and ask questions that could not normally be dealt with during the month or be the subject of a report to Council.*

**6.0.1 Officers.**

**Chief Executive Officer;**

• **WALGA 2015 Convention:**

Minister for Local Government –

- Compulsory training for Elected Members
- L G 's need to increase efficiency to keep rates low
- More transparency needed on L G costs
- Auditor General's Dept. to also audit L G 's finances
- The ERA might investigate L G's cost structures

Building Stronger Partnerships –

- Collaboration is the only way forward for LG's
- DLGC have a number of small grants
- Partnerships with not-for-profit groups can achieve more

Keynote Speakers –

- Garry Kasparov – Take more Risks
- Michael Scott – “Augmented Reality”
- Dr Helen Popovic- Laugh, smile, complement each other
- Trent Loos- “too much of what we know isn't so”
- Dr Bruce Weinstein- the Ethics guy, the “Praise Sandwich”
- Michelle Bowden- “pace, pace, pace, Lead –POO

- Sir Robert Parker- Disaster recovery
- Mowbray- The power of Commitment.

State and L G Forum-

Water Corp- Happy Valley bore field and assistance with asset replacement procurement and timelines

Department of Housing- Joint venture housing project options. Suggest contact Registered Community Housing Provider. Possibility for Key Worker Housing project with R4R funding. DoH do not fund capital construction costs anymore. Shire would prefer a mix of tenant's e.g. Indigenous, low income, seniors, youth and disability. WALGA to provide contact details for follow up. Capel Shire have used Access Housing for developing over 55 housing.

**Elected Member Training- Policy options Discussion Paper:**

Responses due by 13 November 2015.

**Brookton Number Plates:**

Copy of options **attached 6.01.1A** for comment.

**WALGA State Council Visit to Narrogin:**

Refer **attached 6.01.1B** email from Bruce Wittber.

**ALGA FAG's Media Campaign:**

Refer **attached 6.01.1C** proposed Media release.

**CCZ Agenda Item- Review of Water Services Licensing:**

Refer **attached 6.01.1D** draft agenda item for consideration.

**SWALSC Strategic Corporate Plan 2016-2021:**

Refer **attached 6.01.1E** draft document, Seabrook are happy to receive Council feedback.

**Deputy Chief Executive Officer;**

Rates Notices sent on 17<sup>th</sup> August

**Shire Planner;**

**Old Information Bay Signage**

Refer **attached 6.0.2.A**

**Old Time Motor Show Signage**

Refer **attached 6.0.2.B**

**Proposed Combined Signage Robinson Road**

Refer **attached 6.0.2C**

**Brookton Dust Management Plan – Operations**

Refer **attached 6.0.2D**

**Community Services Manager;**

**NIL**

**Principal Works Supervisor;**

Current / Planned Works:

Tree pruning in West Ward, Winter grading and repairing holes.  
Gardens and Reticulation at new homes in Montgomery Street.

Completed Works:

Winter grading in West will be finished 11/08/15. Will spot grade  
after East is completed.

Plant Issues:

New Cherry Picker, having issues with the electric throttle

Staffing:

Tony Warbreton started on 11/08/2015

**General Information**

Main Roads has advised 'Rusty Bridge' (3143) has been  
downgraded to 9 ton. Shire of Brookton has installed traffic lights  
so the bridge can be used. May be able to prop in the summer.  
Main Roads have advised remedial works will done in 16/17  
Budget.

**Planning & Projects Officer;**

NIL

**Projects Officer;**

NIL

## **6.0.2 Councillors**

*In this section Councillors also have an opportunity to inform colleagues and staff of the external committees and other meetings they have attended during the past month.*

Cr L Allington

Land availability for Joint Housing project.

Cr KL Crute - Deputy Shire President

Cr TM Eva

Cr R T Fancote

Cr KH Mills

Cr N Walker

Cr KT Wilkinson – Shire President (Presiding Member)

## **7.0 CORRESPONDENCE FOR COUNCILLOR INFORMATION**

## **8.0 FUTURE COUNCIL AGENDA ITEMS**

*For the purpose of ensuring that Councillors are more fully informed on matters prior to formal consideration at future Council meetings.*

## **9.0 CORRESPONDENCE FOR COUNCILLOR INFORMATION**

## **10.0 FUTURE COUNCIL AGENDA ITEMS**

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## **11.0 CLOSURE**

**Kevin O'Connor**  
**CHIEF EXECUTIVE OFFICER**

## STATUS REPORT

Strategies	Activities & Services	Responsibility	Budget 2015/16	Status / Action
1.1.1 Update and Implement Sports & Recreation Plan.	Complete WB Eva redevelopment project.	Community Services	\$57,000 (dependant on grant funding)	
1.3.1 Provide ongoing support for Child Care and Early Years facilities and services.	Provide support to establishing an Early Years Network.	Community Services		2 meetings held Terms of reference, vision and purpose and initial action plan completed.
	Assist local Child Care facilities and services to meet current and future requirements.	Projects	\$15,000	
1.3.3 Support appropriate medical and hospital services within the region	Monitor HACC and Allied Health Services quality and quantity	Projects		
1.3.4 Work towards a Regional solution for ECEC services.	Facilitate an application for funding for a feasibility study to prepare a regional management model.	Projects		
1.4.1 Promote community and cultural events.	Support and encourage events and festivals to be hosted within the Shire of Brookton	Community Services		Brookton Mud Run preparations.
1.5.1 Collaborate with law enforcement authorities and other agencies to support crime prevention and community safety programs and initiatives	Renew the Community Safety and Crime Prevention Plan.	Community Services		Discussions with police re provision of statistics.

<b>1.6.1</b> Provide ongoing support for aged care planning, facilities and services to meet our community needs.	Implement the Disability Access and Inclusion Plan	Community Services		2014-15 report completed.
<b>1.6.2</b> Support the development of Aged Friendly Communities	Support initiatives from the Wheatbelt Aged Care Solutions Report and BBP facilities and services audit.	Community Services CEO	\$10,000	Aged Friendly Community audit tool template obtained, and familiarised with the audit tool app. Awaiting housing Demand Analysis documentation from Beverley
<b>2.2.1</b> Manage and maintain the Council's parks, cemetery, gardens and open spaces at appropriate standards.	Implement the Cemetery Development Plan.	Works CEO	\$51,080	
<b>2.2.2</b> Develop a pathway and trails Master Plan for Brookton.	Access funding for a trials Master Plan	Community Services		
	Update the Shire of Brookton Bike Plan	Community Services		Initial discussions and timeframe held with CRO.
<b>2.3.3</b> Review, develop and implement Shire and community access to long term water supply and collection initiatives.	Investigate establishing Shire access to the Happy Valley Bore Field.	CEO	\$115,000	Collating information to support Country Water Supply Program grant application to Dept. of Water
<b>3.1.1</b> Develop and implement long-term Asset Management Plans for all Council assets.	Review and implement the Housing Development Plan	Projects		
<b>3.1.2</b> Implement the Town Scape Improvement Plan.	Develop plans and seek funding to implement prioritized objectives.	Planning Works CEO	\$495,000	Revised plan workshopped with Council on 11 August 2015. Planner consulting with design & engineering professionals to gain input into final design proposals. Anticipated January 2016 implementation date.
<b>3.1.3</b> Advocate for a reduction in the compliance costs and resources associated with the ongoing ownership, maintenance and management of the Shire sewerage scheme.	Lobby for a reduction in the compliance costs and resources.	CEO		Draft CCZ agenda item to be submitted for August meeting.

<b>4.1.1</b> Develop and implement an Economic Development Strategy.	Prepare and implement Economic Development Strategy.	Community Services	\$25,000	Training with UWA scheduled for early August.
<b>4.4.2</b> Review incentives to encourage land usage for industrial purposes.	Review policy for incentives to new non-competing businesses	Council CEO Community Services		
<b>4.4.3</b> Support housing development in the Shire to increase the affordability of housing and accommodation.	Review the Town Planning Scheme to ensure residential land will be readily available to meet future demands.	Planning	\$2,500	Councillor workshop with Department of Planning on 20 August 2015. Draft Scheme to be presented to Council in due course for initial adoption.
<b>4.4.4</b> Promote partnerships for housing development.	Identify possible partners for housing development in the Shire.	CEO Projects	\$	Discussions with Dept. of Housing and Cape Shire at L G week
<b>5.1.2</b> Promote collaboration with other Councils on structural reform opportunities at a regional level.	Explore resource sharing arrangements with neighbouring Shires.	CEO		
<b>5.1.4</b> Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role.	Provide induction and training for Councillors as required.	CEO	\$8,500	
	Develop strategic policies which support sound decision making	CEO		
<b>5.3.2</b> Develop and implement an information and communication technology plan.	Implement an Electronic Data Records Management System.	I.T Admin	\$21,750	Scope, project plan and implementation to be completed by March 2016
<b>5.3.3</b> Implement continuous improvement initiatives in consultation with community on service delivery.	Conduct community consultation regarding the current delivery of services.	Community Services		

