

Agenda

Shire of Kojonup Briefing Session 1 December 2015 – Commencing at 9:00am

DECLARATIONS OF INTEREST

CONCEPT/AGENDA FORUM

Item	Issue	Response / Action
9:00am – 10:00am	Senior Projects Officer to present to Council on: <ul style="list-style-type: none">• Community Engagement Survey – Results Overview• Buildings – Fair Value Considerations with life for less than 15 years	
10:00am – 10:20am	Morning Tea	
10:20am – 12:30pm	Manager Regulatory Services to present to Council on: <ul style="list-style-type: none">• Water Harvesting & Reuse Update• Sports Complex – Site Visit (Master Plan, Netball Courts and Outstanding Compliance Issues)	
12:30pm – 1:30pm	Lunch at Black Cockatoo Café	
1:30pm – 3:00pm	Site Visit - Kodja Place, APEX Park, RSL Hall Areas and the Kojonup Caravan Park	

10:00am Morning Tea Provided

12:30pm Black Cockatoo Café

Info Bulletin	Will be 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.
---------------	--------------------	--

GUESTS

(By prior notice and scheduling with the CEO or President)

External

Nil

Internal

Mort Wignall – Manager Regulatory Services
Zahra Shirazee – Manager Community Development & Tourism
Craig McVee – Manager Works & Services
Sue Northover – Manager Aged Care Services
Paul Retallack – Senior Ranger/Building Maintenance Coordinator
Michelle Dennis – Development Services Coordinator
Heather Sheppard – Senior Project Officer
Cassandra Fletcher – Community Development Officer
Marina Murray – Supervisor – Horticultural Tradesperson

Rick Mitchell-Collins
Chief Executive Officer

Explanatory Notes

COUNCILLOR Q&A

Is where Councillors can ask operational questions of the Chief Executive Officer.

PROJECTS FORUM

Is where Senior Management/officers provide monthly Status Reports on Projects adopted via the Annual Budget or a formal request has been directed by Council to the CEO.

AGENDA FORUM

Is where officers provide a status update or seek guidance in the work up of an item for a future agenda. This allows Councillors to stay informed and ensure items have been adequately researched by the time the item is formally presented to Council. No decisions are made on the item and all aspects considered will form part of the officer's report.

CONCEPT FORUM

Is where plans, strategies, and opportunities can be work shopped between staff and Councillors to guide the initial stages of development and test concepts before allocating further resources to the concept work up. This is normally not open to the public unless otherwise advised, where the workshop may involve members of a committee or community group. This is supported by the Department of Local Government Guideline on Council Forums that states:

Behind closed doors and in a relatively informal manner are the two notable characteristics of concept forums. Holding such meetings behind closed doors is justified in that many of the ideas and concepts are

preliminary and while looking for that creative gem some may be extreme, expensive or impractical and never adopted.

Discussion on such proposals in a public forum would be counter-productive. Privacy and informality allows elected members to propose ideas, ask questions and discuss issues for the better understanding of those in attendance. Such forums assist individuals to become better informed and to clarify their views.