

Agenda

**Shire of Kojonup Briefing Session 15 April 2014**

DECLARATIONS OF INTEREST

CONCEPT FORUM

<b>Item</b>	<b>Issue</b>	<b>Response / Action</b>
9:00am – 9:40am	Di Holly from Hidden Treasures of the Great Southern to inform Council on the background to Hidden Treasures, Committee structure, governance and future planning.	
10:00am – 11:00am	Manager of Corporate Services to provide information on the 2013/2014 Budget Review.	
11:00am – 12:00pm	Manager of Regulatory & Community Services to give an update on: <ul style="list-style-type: none"> <li>• Amended Daycare Plan,</li> <li>• Swimming Pool Tender,</li> <li>• Water Reuse Project, and</li> <li>• Michelle Dennis – Environmental Health Officer.</li> </ul>	
12:30pm – 1:30pm	Manager of Corporate Services to discuss & workshop Elected Member 2014/2015 Budget Items	
1:30pm – 2:00pm	Question & Answer Session regarding the Monthly Payments Listing ( <i>see attached</i> ).	
2:00pm – 2:45pm	CEO Update	

*9:40am Morning Tea Provided*

*12:00pm Lunch Provided*

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.
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## GUESTS

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

External

Di Holly – Hidden Treasures of the Great Southern

Internal

Mort Wignall – Manager of Regulatory & Community Services  
Anthony Middleton – Manager of Corporate Services  
Craig McVee – Manager of Works & Services  
Heather Marland – Senior Finance Officer  
Joanne Macri – Community Services Officer  
Brodie Hueppauff – Finance Officer

Rick Mitchell-Collins  
Chief Executive Officer

## **Explanatory Notes**

COUNCILLOR Q&A

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

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 officers 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.*