

Shire of Kojonup Briefing Session – 15 August 2017

Agenda – **Commencing at 9:00am**

DECLARATIONS OF INTEREST

CONCEPT/AGENDA FORUM

Time Slot	Item	Response / Action
9:00am – 9:15am	The Senior Finance Officer to discuss outstanding rates analysis with Council.	
9:15am – 10:15am	The Chief Executive Officer to discuss general matters with Council.	
10:15am – 10:45am	The Town Planner to discuss with Council: <ul style="list-style-type: none">• John Jones (Access Issues) to his property at Muradup; and• GD Pork & Stoneaxe Pastoral common access from Cheviot Hills Farm (Council consideration given approvals already issued)	
10:45am – 11:00am	Morning Tea	
11:00am – 12:30pm	Ian Watkins (IW Projects) to present and discuss with Council: <ul style="list-style-type: none">• Management Options for Disposal of Waste at the Shire's Landfill Site; and• Developing a Fee Structure for proposed disposal of Household Waste from Shire of Broomehill/Tambellup at the Shire's Landfill Site	
12:30pm – 1:00pm	Lunch	
1:00pm – 1:30pm	Cathy Wright to present to Council on National Rose Group and the benefits of the group coming to Kojonup.	

Shire of Kojonup Briefing Session – 15 August 2017

COUNCILLOR Q & A

1:30pm – 2:00pm	Councillor Updates <i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i>	
-----------------	--	--

10:30am Morning Tea Provided

12:30pm 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.
---------------	--------------------	--

GUESTS

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

External

Keith Williams – CEO, Shire of Broomehill-Tambellup

Ian Watkins – IW Projects

Cathy Wright

Internal

Heather Marland – Senior Finance Officer

Phil Shephard – Town Planner

Mort Wignall – Manager Regulatory Services

Rick Mitchell-Collins
Chief Executive Officer

Shire of Kojonup Briefing Session – 15 August 2017

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.