

Shire of Kojonup Briefing Session – 7 February 2017

Agenda – **Commencing at 9:00am**

DECLARATIONS OF INTEREST

CONCEPT/AGENDA FORUM

Time Slot	Item	Response / Action
9:00am – 9:30am	Sgt Phil Cartlidge to provide a general update to Council	
9.30am – 10:30am	Council to visit Kojonup Community Resource Centre (CRC)	
10:30am – 10:45am	Morning Tea	
10:45am – 11:30am	Great Southern Grains – to discuss compliance aspects regarding seed cleaning operation with Council	
11.30am – 12:30am	The Manager Corporate Services to update Council: <ul style="list-style-type: none">• On changes to Vehicle licensing costs, stamp duty and how this will affect Council; and• Provide timetable and approach regarding 2017 integrated planning reviews, workshops, etc. such as Community Strategic Plan	
12:30pm – 1:00pm	Lunch	
1:00pm – 1:40pm	The Chief Executive Officer and Manager Community Development & Tourism to provide an update to Council on the Black Cockatoo Café	

COUNCILLOR Q & A

1:40pm – 2:30pm	Councillor Updates <i>Opportunity for Councillors to outline meetings attended, discussions had or queries received for Councillor and Officer information.</i>	
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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.
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GUESTS

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

External

Sgt. Phil Cartlidge – Kojonup Police
James Hope – Great Southern Grains
Rhyce Mason – Great Southern Grains
Kate Mason – Great Southern Grains

Internal

Anthony Middleton – Manager Corporate Services
Zahra Shirazee – Manager Community Development & Tourism



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

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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.

