

Record of Meeting (9:01am – 12:30pm) **Shire of Kojonup Briefing Session 17 December 2013**

Attendance: Shire President, Deputy, Crs: Mathwin, Trethowan, Benn, Radford, Pritchard & Pedler

Officers: ACEO (9:01am – 10.40am), SFO (9:01am – 9.30am), CSO (9.50am – 10.05am) & ME&W (9.30am – 10.30am)

DECLARATIONS OF INTEREST

Nil

CONCEPT FORUM

Item	Issue	Response / Action
9:01am – 9:30am	Question & Answer Session regarding the Monthly Payments Listing (<i>see attached</i>)	Noted and listed for approval at Council Meeting.
9:30am – 10:30am	Senior Staff Update and Question and Answer Session: <ul style="list-style-type: none"> • Manager of Engineering & Works 	Manager of Works & Engineering updated Council on: <ul style="list-style-type: none"> • Holidays from Friday 20th December 2013, will have a light luncheon and drinks from 2:00pm. • Annual Leave – 6 not having holidays, 7 returning on 7 January, 2 returning on 14 January and 2 returning on 21 January 2014. • Upcoming works – Kojonup-Broomehill Road widening work, road grading where needed, town garden retic and tidy up and pot holes bitumen where needed. • All Roads small plant trailer \$48,000 excluding GST, \$50,000 in budget. • Dolly Expression of Interest Warren Blackwood Waste offered \$4,510 including GST, \$2,500 in budget.
10:30am – 10:52am	Senior Staff Update and Question and Answer Session: <ul style="list-style-type: none"> • Acting Chief Executive Officer 	Acting Chief Executive Officer updated Council on: <ul style="list-style-type: none"> • 34 Katanning Road financial update. • Audit Report update. • Integrated Planning and Reporting

		Processes. <ul style="list-style-type: none"> • Australia Day Awards.
11:07am – 12:30pm	Elected Member Discussion/Planning for period February – June 2014 prior to meeting with management as result of AICD forum. Relationship/Communication/Joint Sessions with neighbouring Councils?	The Elected Members discussed the following topics: <ul style="list-style-type: none"> • Planning – Process • Asset Base • Policy Development • Local Government Week • Main Roads • AICD (Australian Institute of Company Directors) last Tuesday in January

10:52am Morning Tea Provided

12:30pm Lunch Provided

Info Bulletin	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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Anthony Middleton
Acting Chief Executive Officer