

Attendance: Shire President, Crs: Trethowan, Mathwin, Benn, Pritchard, Radford & Pedler (12:00pm onwards).

Officers: CEO (11:00am – 12:20pm), MCS (11.00am-12.20pm), SPO (9:00am – 11:00am) & FO (11:00am – 12:20pm).

Guests: Gordon Thomas – Pre-Emptive Strike (12:00pm – 12:20pm).

Apology: Cr Sexton.

DECLARATIONS OF INTEREST

Nil

CONCEPT FORUM

Item	Issue	Response / Action
9am – 11:00am	Risk Management – Councillors to prioritise Control Measures with Senior Project Officer.	The Senior Project Officer went through the Risk Register with the Councillors to reduce the number of risks and confirm the existing controls and potential treatment plans for each risk. This has now been finalised.
11:00am – 12:20pm	Gordon Thomas from Pre-Emptive Strike to discuss the proposed IT Upgrade.	The Manager of Corporate Services & Finance Officer went through the current issues requiring attention in the IT area and presented to the elected members quotes for upgrading these items. They are as follows: <ul style="list-style-type: none"> • Upgrade Server • Licensing Compliance • Improve Back-up Processes • Link – Springhaven Lodge Depot Kodja Place • Relocate Switch & Cabling • Wifi throughout Office & Chambers • Re-cable office to CAT6 • Installation & Incidentals

		It was resolved to progress this project in accordance with the budget provision.
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10:30am Morning Tea Provided

1:00pm 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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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.