



Australian Government

**Cotton Research and
Development Corporation**

FINAL REPORT

Part 1 - Summary Details

Please use your TAB key to complete Parts 1 & 2.

CRDC Project Number: CRDA1802

Project Title: CottonInfo Team Meeting

Project Commencement Date: 1/10/17

Project Completion Date: 30/10/17

Part 2 – Contact Details

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Part 3 – Final Report

Objective

Twice a year the full CottonInfo team comes together to plan activities and receive professional development. The Cottoninfo team meeting has three key objectives:

1. AOP action planning to take into account the seasonal developments and to clarify the next level of activity planning to achieve the objectives of the Annual Operating Plan
2. CottonInfo team input into the 2018-23 Strategic Plan development
3. Professional development in the area of intellectual property considerations for extension

Resourcing was sort to provide an enabling environment for the meeting and to engage an independent facilitator. This allowed all team members to focus on contribution to the activities on the agenda.

Outcome

The process and content of the agenda was worked out with input from the JVC management committee, the team and the facilitator. The agenda is attached as Appendix 1.

Participants included all of the team (except Sandra Williams, who was not able to attend due to personal reasons), as well as representatives of CRDC, CA and CSD for the strategic planning session.

Key outcomes of the meeting are captured in:

- Appendix 2: the monthly action plan for delivery of the current AOP.
- Appendix 3: a summary of the strategic planning exercise for CottonInfo's 2018-13 strategic plan.

Training on the role of intellectual property was provided by Dallas Gibb, with follow up material being provided to the team.

Facilitation was provided by Austin McLennan of AJM Community & Commercial. Austin brought a wealth of experience in extension theory and practice, including previous work in the cotton industry in the extension of IPM. He utilised wall sized planning templates to enable the whole team to visualise the flow of activities and to allow the whole team to review and reflect on the outcomes.

The meeting also included a team building activity of kayaking on the Brisbane river. This proved to be very popular (despite the threat of rain) as it allowed participation by all and afforded a challenge to all levels of ability.

