

MINUTES

CERTIFICATION OF CONFIRMATION OF CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MINUTES

2 JUNE 2015

I, Mr Bob Jarvis, hereby certify that the minutes from the Chief Executive Officers Advisory Committee Meeting held on 2 June 2015 pages (1) to (15) were confirmed at a Committee meeting held on 4 August 2015.

Signature

Mr Bob Jarvis Person presiding at Meeting

CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

MINUTES

2 June 2015

(REF: D2015/04325)

A meeting of the Chief Executive Officers Advisory Committee was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Tuesday, 2 June 2015**. The meeting commenced at **12:30pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 12:30pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Committee Members		
Mr Bob Jarvis (Chairman)	Chief Executive Officer	Town of Bassendean
Mr Stuart Cole (Deputy Chairman)	Chief Executive Officer	City of Belmont
Ms Rhonda Hardy	Chief Executive Officer Shire of Kala	
Mr Jonathan Throssell	Chief Executive Officer	Shire of Mundaring
Mr Peter Schneider	Chief Executive Officer	EMRC
Apologies		
Ms Francesca Lefante	Chief Executive Officer	City of Bayswater
Mr Mike Foley	Chief Executive Officer	City of Swan
EMRC Officers		
Mrs Marilynn Horgan	Director Regional Services	
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer (Minutes)	

3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil

5 PETITIONS, DEPUTATIONS AND PRESENTATIONS

5.1 RESOURCE RECOVERY FACILITY PROJECT

The Director Waste Services Mr Stephen Fitzpatrick provided a presentation on the current status and direction of the Resource Recovery Facility project.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD ON 3 FEBRUARY 2015

That the minutes of the Chief Executive Officers Advisory Committee meeting held on 3 February 2015, which have been distributed, be confirmed.

CEOAC RESOLUTION(S)

MOVED MR COLE SECONDED MR THROSSELL

THAT THE MINUTES OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD ON 3 FEBRUARY 2015 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

7 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

8 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

9 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

Nil

10 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

11 REPORTS OF EMPLOYEES

11.1 REGIONAL ADVOCACY 2015/2016

REFERENCE: D2015/04164

PURPOSE OF REPORT

To provide Council with an update on the progress of the Regional Advocacy Program and seek endorsement for regional advocacy actions for 2015/2016.

KEY ISSUES AND RECOMMENDATION(S)

- The EMRC has undertaken a program of regional advocacy since 2008.
- The Regional Advocacy Strategy 2013-2016 outlines the key components that will be used to develop advocacy campaigns and identifies three priority areas for actions:
 - Environmental sustainability;
 - Economic growth and diversity; and
 - Strong communities.
- A review of the current Regional Advocacy Actions 2014/2015 to 30 April 2015 has been undertaken and actions for 2015/2016 have been proposed.
- Recent visits to all member Councils as part of the annual budget project funding presentations have included discussions on major issues. Information from this process has been incorporated into the formulation of actions for 2015/2016.
- The advocacy framework is flexible enough to respond to emerging issues and opportunities for Perth's Eastern Region whilst providing an agreed agenda for targeted issues facing the region.
- Regular meetings with State ministers and local members of both Federal and State Parliament will continue throughout 2015/2016.

Recommendation(s)

 That Council endorses the advocacy actions identified for 2015/2016 as shown in Attachment 2 of this report.

SOURCE OF REPORT

Director Regional Services

BACKGROUND

At its 3 December 2009 meeting, Council adopted a Regional Advocacy Strategy (RAS) 2010-2013 (Ref: DMDOC/122766) to provide an overarching framework from which advocacy and leveraging activities would be guided. The strategy established principles, standard approaches and guidelines that underpin strategic advocacy activities and identified regional issues to be addressed.

At its meeting held on 23 May 2013, Council adopted the revised Regional Advocacy Strategy (RAS) 2013-2016 (Ref: DMDOC/176755). The RAS 2013-2016 outlines the key components that will be used to develop advocacy campaigns, identifies three priority areas and related actions to address advocacy priorities. The priority areas are:

- 1. Environmental sustainability;
- 2. Economic growth and diversity; and
- 3. Strong communities.



Item 11.1 continued

Areas of focus have been identified for each priority and these are utilised to develop the Key Advocacy Actions on an annual basis using feedback from the various groups including the Chief Executive Officers Advisory Committee (CEOAC), Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG), Economic Development Officers Group (EDOG) and Regional Environmental Advisory Group (REAG).

At its 20 March 2014 meeting, Council approved a delegation to Canberra in August 2014 comprising the Chairman, the Chief Executive Officer and the Director Regional Services to raise awareness of Perth's Eastern Region and discuss key strategic issues (Ref: D2014/02932).

The delegation to Canberra on 25 to 27 August 2014 was hosted by Mr Ken Wyatt, Federal Member for Hasluck. Meetings were held at Parliament House with 12 federal members where waste to energy, environment, regional development and transport issues were discussed. A report outlining the discussion and actions arising from the delegation was presented to Council on 23 October 2014 (Ref: D2014/12118).

REPORT

To ensure the currency and relevance of regional advocacy issues, an annual review of the RAS actions is undertaken and the results of this, together with revised actions for the forthcoming year are provided to Council.

At its meeting held 17 April 2014, Council endorsed advocacy actions for 2014/2015 (Ref: D2014/02979). A review of the Advocacy Actions 2014/2015 has been undertaken and these outcomes to 30 April 2015 are shown in Attachment 1.

The EMRC has consolidated its image as a credible partner for regional projects and this is supported by significant research. The following submissions were developed in response to various strategic direction matters from 1 April 2014 to 30 April 2015:

- City of Belmont Draft Foreshore Precinct Plan, May 2014;
- City of Swan Transport Strategy, June 2014;
- 20 Million Trees Programme, July 2014;
- National Landcare Programme Consultation, August 2014;
- Perth Airport Draft Master Plan, September 2014;
- Planning for Bushfire Risk Management Draft State Planning Policy, July 2014;
- Bushfire Regulations, October 2014;
- Midland Draft Master Plan 2014, October 2014;
- Review of Road Safety Governance in Western Australia, October 2014;
- Swan Region Strategy for Natural Resource Management Draft Consultation, January 2015;
- City of Belmont Draft Reconciliation Action Plan 2015-2017, January 2015;
- Review of the Waste Avoidance and Resource Recovery Act 2007, February 2015;
- WALGA Energy Efficient Street Lighting Discussion Paper, February 2015;
- Australian Small Business Advisory Services Delivery, Minister Billson, March 2015; and
- Senate Standing Committee on Environment and Communications Stormwater Resource in Australia, April 2015.

Item 11.1 continued

The EMRC provided representation for the region on numerous peak bodies and committees including:

- GatewayWA Project Coordination Group;
- NorthLinkWA Freight and Road User Group;
- NorthLinkWA Environmental Reference Group;
- Perth Region NRM Swan NRM Committee;
- Regional Development Australia Perth;
- Swan Canning Riverpark Iconic Trails Steering Group;
- Swan River Trust Committees; including Technical Advisory Group, Catchment Management;
- WALGA Greensense Emissions Reporting Platform and Climate Change Senior Officers Group;
- Sustainability Officers Networking Group;
- CRC for Water Sensitive Cities;
- Planning Institute of Australia Climate Change Action Group;
- Forum of Regional Councils;
- Municipal Waste Advisory Council and committees Officers Advisory Group, Household Hazardous Waste Committee, Contaminated Sites Committee;
- Australian Landfill Owners Association;
- Waste Management Association of Australia; and
- Strategic Waste Infrastructure Planning Working Group (Waste Authority).

Strategic Regional Advocacy for 2015/2016

Recent visits to member Councils as part of the annual budget project funding presentations have included discussions on major issues. Information from this process has been incorporated into the formulation of the strategic regional actions for 2015/2016 along with Regional Priority Road and Cycling Projects agreed to under the Regional Integrated Transport Strategy 2014 - 2016.

The outcomes from the Department of Environment Regulation's statutory review of the Waste Avoidance and Resource Recovery Act 2007 along with the enactment of the *Local Government Amendment (Regional Subsidiaries) Bill 2014* may have implications for the operations of regional local governments. As such, the EMRC will continue to actively engage with relevant ministers and government departments to strongly advance the case for maintaining the EMRC model for the delivery of services in waste management and resource recovery, transport planning, economic development, natural resource management, sustainability and climate change.

The advocacy framework is flexible enough to respond to emerging issues and opportunities for Perth's Eastern Region whilst providing an agreed agenda for targeted actions that address strategic regional matters.

A summary of the proposed actions for 2015/2016 is shown within Attachment 2.

Item 11.1 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Economic Development

3.1 To facilitate increased investment in regional infrastructure

Key Result Area 4 – Good Governance

- 4.1 To provide advice and advocacy on issues affecting Perth's Eastern Region
- 4.2 To manage partnerships and relationships with stakeholders

This report aligns to the Regional Advocacy Strategy 2013-2016 and the EMRC Policy 1.8 Lobbying and Advocacy Policy.

FINANCIAL IMPLICATIONS

The financial cost of advocacy activities is covered in the annual budget.

SUSTAINABILITY IMPLICATIONS

The future sustainability of Perth's Eastern Region will be largely dependent on the strength and ability of the region to pool its resources to compete for and attract government funding into the region. An effective ongoing advocacy and leveraging strategy, supported by strategic and robust campaigns, is an essential tool for ensuring the region's ability to attract funding and investment.

Government and agencies have consistently indicated that regional funding applications provide the strength required for strategic funding support.

MEMBER COUNCIL IMPLICATIONS

Member Council

Implication Details

Town of Bassendean

City of Bayswater

City of Belmont

Shire of Kalamunda

Shire of Mundaring

City of Swan

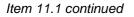
Member Councils continuing to support and to promote the benefits of a regional approach to advocacy and continuing to endorse the EMRC as their peak advocacy body when dealing with regional issues for Perth's Eastern Region.

ATTACHMENT(S)

- 1. Regional Advocacy Strategy Outcomes to 30 April 2015 (Ref: D2015/04384)
- 2. Regional Advocacy Strategy Actions 2015/2016 (Ref: D2015/04385)

VOTING REQUIREMENT

Simple Majority



RECOMMENDATION(S)

That Council endorses the advocacy actions identified for 2015/2016 as shown in Attachment 2 of this report.

Discussion ensued relating to the advocacy actions for 2015/2016.

It was requested that the Perth/Adelaide Highway and Forrestfield Airport Link be incorporated in the actions. It was also requested that advocacy be undertaken for specific rapid light/heavy rail connections in the Region.

The Director Regional Services advised that the EMRC is in the process of responding to the Perth and Peel@3.5 Million draft sub-regional planning frameworks.

NB – These items have been incorporated into Attachment 2 which is appended to this report.

CEOAC RECOMMENDATION(S)

MOVED MR THROSSELL SECONDED MR COLE

That Council endorses the advocacy actions identified for 2015/2016 as shown in Attachment 2 of this report.

CARRIED UNANIMOUSLY

	Regional Advocacy Strategy - Outcomes to 30 April 2015						
Priority		Areas of Focus	Approved Actions	Outcomes			
	 The health, protection and sustainable use of the Swan and Helena Rivers. 		Undertake advocacy as identified in Swan Helena Rivers Management Plan.	Issues raised at all meetings with state and federal politicians and will continue for 2015/2016.			
			Include issues facing the Swan and Helena Rivers in advocacy to the Federal Government under the Plan				
			for a Cleaner Environment.	Submissions to WA Planning Commission on Bushfire Risk Management Regulations and Guidelines.			
	2.	A natural environment that is protected, enhanced and maintained for future	Undertake advocacy as identified in Regional Climate Change Adaptation Action Plan.	Issues raised at all meetings with state and federal politicians and will continue for 2015/2016.			
>		generations	Seek opportunities to revegetate urban environments and strengthen natural resource management under	Four Green Army projects funded providing a total of \$48,000 for materials.			
bilit			the Federal Government Plan for a Cleaner Environment.	Reviewed Regional Climate Change Adaptation Action Plan approved by Council April 2014. Advocacy areas updated.			
าล				Monitoring of Emissions Reduction Fund ongoing.			
air				Participant in CRC for Water Sensitive Cities.			
Sustainability			Participated in Industry Partners Workshop and Planning for water sensitive urban consolidation - Liveable Neighbourhoods and Beyond workshop.				
				\$1.3 million Community Energy Efficiency Program regional project in final stages of implementation.			
en				Relevant funding and opportunities continue to be sought.			
Environmental	3.	The region is well placed to adapt to the impacts of climate change	Undertake advocacy as identified in Regional Climate Change Adaptation Action Plan.	Climate Change Risk Awareness Seminar Series underway. Topics – Science, Urban Heat, Health (Heatwaves), Water, Natural Environment and Infrastructure.			
Envir			Seek opportunities to strengthen the environments resilience to the impacts of climate change under the Federal Government Plan for a Cleaner Environment.	\$100,000 of funding approved to develop flood risk information for upper reaches of the Swan and Helena Rivers in partnership with Department of Water.			
				Participant in CRC for Water Sensitive Cities. Participated in Industry Partners Workshop.			
				Reviewed Regional Climate Change Adaptation Action Plan approved by Council April 2014. Advocacy areas updated.			
	4.	resource recovery and waste	Pursue avenues for funding of resource recovery technologies and resource recovery infrastructure.	Issues raised at all meetings with state and federal politicians and will continue for 2015/2016.			
		management activities	Continue awareness raising of the role of regional councils in waste management and resource recovery.	Submission to Review of Waste Avoidance and Resource Recovery Act 2007 endorsed by Council February 2015.			
				Relevant funding options will continue to be sought.			

Priority		Areas of Focus	Approved Actions	Outcomes
Economic Growth and Diversity	1.	An effective and integrated transport system with improved public transport infrastructure and servicing.	 Undertake advocacy for projects identified in the Priority Roads Project List including: Upgrade of Great Eastern Highway Greenmount Hill to Mundaring Town Site. Perth Adelaide Highway – Stage 2 Works to progress to detailed design to enable funding. Grade separation of Roe Highway and Berkshire Road to be included in the Gateway WA project. Duplication of Reid Highway from Tonkin Highway to West Swan Road. Continued membership of the Gateway Project Coordination Group. Advocate bringing forward the expansion of the eastern suburbs rail line linking Bayswater to Perth Airport Terminal and east to High Wycombe. Advocate for increased and effective public transport in Perth's Eastern Region. 	 Issues raised at all meetings with state and federal politicians. Continued membership of the Gateway Project Coordination Group. Membership of the Northlink WA reference groups. Grade separation of Roe Highway and Berkshire Road now included in the Gateway WA project. Tender to be awarded for design and construction of Forrestfield-Airport Rail Link project in 2016 with construction completed in 2020. Public transport issues raised at all meetings with state politicians. Collaborative Mapping consultation has identified public transport issues. These have been provided to RITS IAG. Priority Roads List updated as part of the development of the new Regional Integrated Transport Strategy approved by Council October 2014.
	2.	The establishment and optimum utilisation of high speed, reliable broadband in the region.	Implement the Regional Digital Strategy Monitor the progress of the rollout of broadband.	Projects complete include digital exemplar videos, QR code pilot project, co working spaces business case report. Rollout of broadband has been impacted by the change of Federal government, monitoring of roll out continues and information is provided as received.
Ш	3.	The facilitation of economic development and investment opportunities.	Provide input into consultation process for the Department of Planning economic development strategy to support urban growth and facilitate increased employment self-sufficiency in the region. Promote the region as an attractive investment destination.	The Perth Peel Economic Development Strategy has been developed for the Dept of Planning as part of a suite of documents to be presented to the Dept of Premier and Cabinet including Sub Regional Structure Plans, Strategic Environmental Assessment and the Future Plan. To date there has not been a public consultation. Perth's Eastern Region Investment and Opportunity document is available in hard copy and as an eBook.

mmunities	1.	Enhanced social inclusion and access to facilities, health, education and community services for all residents.	Advocacy for improved services and regional facility provision for young people. Advocate for increased and effective public transport in Perth's Eastern Region.	Issues raised at all meetings with state and federal politicians. Funding of \$53,155 received from Lotterywest for the Bush Skills for Youth project to encourage youth inclusion with the community in relation to environmental projects. Bike Recycle project is underway and will encourage cycling through the provision of bike maintenance and also social inclusion through mentoring and skill development for youth.
Strong Co	2.	The provision of infrastructure that ensures quality education outcomes, health, cultural and lifestyle opportunities.	Advocate to the Commonwealth for the allocation of university places for Midland.	Issue raised at meetings with federal politicians. State Government pledged \$22 million and land for a university to open a new campus in Midland. The Australian Government announced it will fund medical Commonwealth Supported Places for Curtin University Medical School in Midland from 2019/2020 on 17 May 2015

Attachment 1 Regional Advocacy Strategy - Outcomes to 30 April 2015 (Ref:D2015/04146)

Regional Advocacy Strategy 2015/2016				
Priority	Areas of Focus	Actions for 2015/2016		
	1. The health, protection and sustainable use of the Swan and Helena Rivers.	Undertake advocacy as identified in Swan and Helena Rivers Management Framework Review Report and Action Plan.		
		Include issues facing the Swan and Helena Rivers in advocacy to the Federal Government under the Plan for a Cleaner Environment.		
ty	2. A natural environment that is protected, enhanced and maintained for future generations.	Undertake advocacy as identified in Regional Climate Change Adaptation Action Plan.		
Sustainability		Seek opportunities to revegetate urban environments, strengthen natural resource management, reduce carbon emissions, improve water quality and build resilience in communities under the Federal Government Plan for a Cleaner Environment.		
Bust a	3. The region is well placed to adapt to the impacts of climate change.	Undertake advocacy as identified in Regional Climate Change Adaptation Action Plan.		
ntal S		Seek opportunities to strengthen the environment's resilience to the impacts of climate change under the Federal Government Plan for a Cleaner Environment.		
Environmental		Seek funding to undertake research and support member councils to implement stormwater harvesting, re-use of water and managed aquifer recharge projects to address water availability issues in a drying climate.		
nvire	4. The continued improvement of regional resource recovery and waste management activities.	Continue awareness raising of the role of regional councils in waste management and resource recovery.		
Ш		Continue advocacy for the use of the Waste Avoidance and Resource Recovery Levy hypothecated to the Waste Authority for investment in waste management infrastructure.		
		Pursue avenues for funding of resource recovery technologies and resource recovery infrastructure.		
		Advocate for the introduction of a Container Deposit Scheme.		

D2015/04163

Attachment 2 to CEOAC 2 June 2015 Item 11.1

Priority	Areas of Focus	Actions for 2015/2016
	1. An effective and integrated transport system with improved public transport infrastructure and	Undertake advocacy for projects identified in the Priority Roads Project List including:
	servicing.	 Sufficient funding to complete the upgrade of Great Eastern Highway Greenmount Hill to Mundaring Town Site.
ity		 Dual carriage way for Reid Highway from Tonkin Highway to West Swan Road.
Diversity		 Upgrade of Great Eastern Highway between Tonkin Highway and Great Eastern Highway bypass.
Di		Staged planning of Perth – Adelaide National Highway - Stage 2
Growth and I		Continued membership of Gateway Project Coordination and NorthLink WA Reference Groups.
L a		Continued support for the Forrestfield - Airport rail link.
wtl		Advocate for rapid transit services for Morley City Centre.
LO L		Advocate for the provision of rail transit infrastructure for Ellenbrook.
		Advocate for the Midland Train Station relocation.
Economic		Advocate for the extension of the Principal Shared Path between Bassendean and Guildford.
ouo	2. The establishment and optimum utilisation of	Implement the Regional Digital Strategy.
Есо	high speed, reliable broadband in the region.	Monitor the progress of the rollout of broadband and provide feedback to Federal members on the needs for the region.
	3. The facilitation of economic development and	Promote the region as an attractive investment destination.
	investment opportunities.	Review the Perth's Eastern Region Investment and Opportunity document.
		Respond to the <i>Perth and Peel</i> @3.5 <i>million</i> draft sub regional planning frameworks for the central and north east metropolitan areas.

ang unities	 Enhanced social inclusion and access to facilities, health, education and community services for all residents. 	
Stron	 The provision of infrastructure that ensures quality education outcomes, health, cultural and lifestyle opportunities. 	

Attachment 2 Regional Advocacy Strategy - Actions 2015/2016 (Ref: D2015/04163)



REFERENCE: D2015/04383

The following items are included in the Information Bulletin, which accompanies the Agenda.

1. **REGIONAL SERVICES**

- 1.1 REGIONAL SERVICES ACTIVITY REPORT JANUARY TO MARCH 2015 (Ref: D2015/06288)
- 1.2 ENVIRONMENTAL SERVICES ACTIVITY REPORT JANUARY TO MARCH 2015 (Ref: D2015/04323)
- 1.3 REGIONAL SERVICES STRATEGY AND PROJECT DEVELOPMENT SCHEDULE (Ref: D2015/06686)
- 1.4 WATER REFORM PROPOSED WATER RESOURCES MANAGEMENT BILL (Ref: D2015/06650)
- 1.5 UPDATE ON THE IMPACTS OF THE DIRECT ACTION PLAN ON LOCAL GOVERNMENT (Ref: D2015/06655)

RECOMMENDATION

That the Chief Executive Officers Advisory Committee notes the items contained in the Information Bulletin.

Discussion ensued on the implications of the City of Swan's withdrawal from the regional events program commencing 1 July 2015.

CEOAC RESOLUTION

MOVED MR COLE

E SECONDED MS HARDY

THAT THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN.

CARRIED UNANIMOUSLY



12 REPORTS OF DELEGATES

Nil

13 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING

Nil

14 GENERAL BUSINESS

14.1 EVENTS IN THE REGION

1 - 2 August 2015	Avon Descent	Avon Descent Family Fun Days
10 October 2015	City of Belmont	Mayoral Dinner

14.2 OTHER GENERAL BUSINESS

Nil

15 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

16 FUTURE MEETINGS OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE

The next meeting of the Chief Executive Officers Advisory Committee will be held on **7 July 2015** *(informal)* at the City of Belmont, 215 Wright Street, Cloverdale WA 6105 commencing at 12:30pm with lunch at 12 noon.

Future Meetings 2015

Chief Executive Officers' Advisory Committee (CEOAC) meetings commencing at 12 noon:

Tuesday	7	July (informal)	at	City of Belmont
Tuesday	4	August	at	EMRC Administration Office
Tuesday	1	September (if required)	at	EMRC Administration Office
Tuesday	6	October (informal)	at	City of Swan
Tuesday	17	November	at	EMRC Administration Office

Mr Throssell will be an apology for the 7 July 2015 CEOAC informal meeting.

17 DECLARATION OF CLOSURE OF MEETING

There being no further business the meeting closed at 1:46pm.