



Gascoyne Country Zone

Minutes

Council Chambers
Shire of Carnarvon

10:00am
Friday 2 March 2018

Gascoyne Country Zone

Meeting to be held in the Council Chambers, Shire of Carnarvon

Commenced at 10:05am, Friday, 2 March 2018

Minutes

ATTENDEES

Shire of Carnarvon	President Karl Brandenburg (Deputy) Mark Dacombe – A/Chief Executive Officer
Shire of Exmouth	Cr Ben Dixon – via teleconference Keith Woodward – Deputy Chief Executive Officer
Shire of Shark Bay	President Cr Cheryl Cowell (Chair) Paul Anderson – Chief Executive Officer Cr Keith Capewell (observer) Brian Galvin – Works Supervisor (observer)
Shire of Upper Gascoyne	President Cr Don Hammarquist John McCleary – Chief Executive Officer
WALGA	Tim Lane, Manager Strategy and Association Governance

GUESTS

Office of Emergency Management	Dr Heather Taylor, Program Leader – Hazards, Vulnerabilities and Risk Adrian Brannigan Midwest-Gascoyne District Emergency Management Advisor
Office of the Auditor General	Mr Jason Beeley, Assistant Auditor General Performance Audit – via teleconference Mr Patrick Arulsingham, Director Financial Audit – via teleconference

APOLOGIES

Shire of Exmouth	Cameron Woods – Chief Executive Officer
Shire of Carnarvon	Cr Brett Smith
WALGA	Engel Prendergast, Senior Road Safety Consultant
Department of Local Government, Sport and Cultural Industries	

Attachments

The following are provided as attachments to the agenda:

1. Minutes November 2017 Meeting
2. State Council Agenda – via link: <http://walga.asn.au/getattachment/About-WALGA/Structure/State-Council/Agendas-and-Minutes/Agenda-March-2018-State-Council-Meeting-with-attachment.pdf.aspx>
3. President's Report

1. DEPUTATIONS

2.1 Office of Emergency Management – State Risk Project

- Dr Heather Taylor, Program Leader – Hazards, Vulnerabilities and Risk, Office of Emergency Management

Dr Taylor presented on the State Risk Project.

Noted

2.2 Office of the Auditor General – Role of the Auditor General in Local Government Audits

- Mr Jason Beeley, Assistant Auditor General Performance Audit and
- Mr Patrick Arulsingham, Director Financial Audit, Office of the Auditor General.

Following the passage through Parliament and proclamation of the *Local Government Amendment (Auditing) Act 2017* the Office of the Auditor General (OAG) is attending the Zone Meeting to meet with as many local governments as possible and provide an overview of the role of the OAG in local government and what to expect from both the performance and financial audit.

It is intended to also outline the implementation of the legislative change as well as answering any questions from delegates.

Noted

2. DECLARATION OF INTEREST

Pursuant to our Code of Conduct, Councillors must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the 24 November 2017 Meeting of the Gascoyne Country Zone

RESOLUTION

Moved Cr Hammarquist
Seconded Cr Cowell

That the Minutes of the meeting of the Gascoyne Country Zone held on 24 November 2017 be confirmed as a true and accurate record of the proceedings.

CARRIED

3.2 Business Arising

Nil.

4. ZONE BUSINESS

4.1 Zone Status Report

<i>Agenda Item</i>	<i>Zone Resolution</i>	<i>WALGA Response</i>	<i>WALGA Contact</i>
2016 November 25 Zone Agenda Item 6.1 Community Cyber Bullying – Shire of Carnarvon	That this meeting request State Council to investigate the ramifications of internet sites and media outlets that are using falsehoods and innuendoes to continually harass Local Government and their employees including the option of strengthening defamation laws.	<p>WALGA's Governance and Organisational Services staff have liaised with our Marketing/Social media staff and provide the following information:</p> <p>Many of the issues described around social media and cyber bullying could be managed and mitigated through a few different Local Government policies.</p> <p>Employee or Elected Member behaviour on social media platforms could be managed through individual social media policies outlining the expectations of staff or elected representatives when engaging online, either in a professional or personal capacity – or could be incorporated as part of existing code of conduct policies.</p> <p>External behaviour on Council-run platforms can be managed through moderation of the sites by the Local Government – as outlined in their Terms of Use on the site. Terms of Use would highlight that any comments considered to be libellous or inappropriate will be removed by the moderators. Then once a comment is removed, the moderator indicates it has been removed and why (to maintain transparency on the site)</p> <p>Public behaviour on externally-run platforms would be a bit more difficult as the Local Government wouldn't have control over either the platform or the users. There is a complaints mechanism through Facebook that could be investigated, otherwise the regular libel laws apply.</p> <p>WALGA staff have prepared model policies and guidelines for Local Governments. Sector consultation will commence shortly.</p>	Tony Brown Executive Manager Governance and Organisational Services 9213 2051 tbrown@walga.asn.au

RESOLUTION

Moved Cr Brandenburg
Seconded Cr Cowell

That the Gascoyne Zone:

1. Note the development of the model policies;

2. Request WALGA to liaise with LGIS about insurance coverage or an assistance package or cyber bullying issues; and,
3. Request WALGA to continue to advocate for stronger defamation laws and assistance from the State Government to pursue defamation cases where appropriate.

CARRIED

4.2 Replacement Agreements for Local Governments in Regional and Remote Areas to Provide Licensing Services Under the *Road Traffic (Administration) Act 2008*

By Mal Shervill, Policy Officer Road Safety

In Brief

- From 1 January 2008 under the provisions of the *Road Traffic Act 1974*, the (then) Director General of the Department of Planning and Infrastructure entered into agreements with 71 Local Governments in regional and remote areas to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.
- The Department of Transport now seeks to have those same Local Governments continue to provide licensing services and has granted a three month extension for the expired agreement to the end of March 2018.
- The Department of Transport has provided and invited the affected Local Governments to sign replacement agreements so they can continue to provide licensing services. The replacement agreements are for a three year or five year term. The different terms of the agreements are based on transaction volumes.
- The circumstances of the replacement agreements was raised as an emerging issue at State Council at its December 2017 meeting.
- On 8 January 2018 WALGA met with senior representatives of the Department of Transport who provided specific advice addressing the matters raised about the replacement agreements.

Background

From 1 January 2008 under the provisions of section 6B of the *Road Traffic Act 1974*, the (then) Director General of the Department for Planning and Infrastructure entered into agreements with 71 Local Governments to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.

Knowing the agreement with Local Governments was to expire in December 2017 and on the basis the Department of Transport (the Department) desired regional and remote Local Governments to continue to provide licensing services, in June 2017 the Department surveyed the CEOs of affected Local Governments seeking the following advice:

- Did the Local Government want to continue to provide licensing services?
- What are the issues encountered with the current agreement?
- What suggested improvements could be incorporated into the new agreements?

The Department received 56 (of 71) responses from affected Local Governments and all but one indicated a willingness to continue to provide licensing services. The common issues raised included:

- Commission payments did not cover the cost of providing the service.
- Merchant fee costs to the Local Government had increased.
- There was an increase in complex transactions compared to simple payment processing.
- There was a need for more training.

According to the Department the replacement agreements were drafted to incorporate feedback from affected Local Governments and the changes to the agreements are minimal.

The Department advises that a restructure of the *Road Traffic Act 1974* has necessitated that two replacement agreements be offered to Local Governments:

1. A main agreement known as the Road Law Agreement.

This agreement covers driver and vehicle licensing transactions under legislation that includes the *Road Traffic (Authorisation to Drive) Act 2008* and *Road Traffic Act 1974*.

2. A subsidiary agreement known as the Non-Road Law Agreement.

This agreement covers transactions under legislation that includes the licensing of vessels (*WA Marine Act 1982*), photo cards (*WA Photo Card Act 2014*), motor vehicle driving instructor fees (*Motor Vehicles Drivers Instructors Act 1963*), and licensing and renewal of licenses for off road vehicles (*Control of Vehicles (Off Road Areas) Act 1978*).

The two replacement agreements contain no services additional to those in the expired agreement.

Under the provisions of section 11 of the *Road Traffic (Administration) Act 2008* in late 2017 the Department provided affected Local Governments with the replacement agreements for signing. In response some Local Governments raised the following matters:

- The timeframe for signing and returning the agreements to the Department did not allow sufficient time for them to be formally put to Councils for consideration.
- Local Governments were offered agreements for either a three year or five year term rather than a ten year term as was done previously.
- There was no remarkable increase in commission payment rates except for CPI increase; and generally it is a cost burden for Local Governments to provide the services.

This matter was considered as an emerging issue at the WALGA State Council meeting in December 2017 resulting in a resolution that WALGA engage with the Department of Transport to further investigate the issue of vehicle licencing contracts.

Comment

WALGA met with senior Department of Transport representatives who provided the following advice in relation to the matters raised by some affected Local Governments.

Review of expired agreement

The Department reviewed the ten year agreement prior to its expiration with the aim to more clearly detail service provision requirements and levels; and process requirements. The replacement agreements were drafted to incorporate feedback from affected Local Governments. Key changes are summarized in Attachment 1.

Timeframe for signing replacement agreements

The current ten year agreement for Local Governments to provide licensing services expired on 31 December 2017. A restructure of the *Road Traffic Act 1974* necessitated that two replacement agreements be drafted, which were offered to Local Governments for signing in late 2017. The timeframe nominated by the Department to sign and return the agreements did not allow sufficient time for Local Government CEOs to put them to their Councils for consideration. Acknowledging the timeframe was insufficient, the Department granted a three month extension of the expired agreement to the end of March 2018.

Three year or five year replacement agreements

In line with community demands the Department is actively seeking to shift transaction processing to on-line methods. A number of transactions can now be processed and/or paid via on-line modes. Over the coming years the Department plans to implement additional on-line transactions and other initiatives such as e-billing and direct debits that will accelerate the shift from face-to-face processing to on-line processing. These initiatives will have consequences for Local Government as simple transactions will move on-line leaving more complex and time consuming transactions to be processed face-to-face.

Sixty three percent (63%) of the Department's payments are currently processed online (representing 4.6 million payments) compared with 46% in 2013-2014 (3.4 million transactions).

Transactions processed at Local Governments have fallen 12% since 2011-2012 with a significant portion of the reduction occurring in the last two years. The reduction is due to the shift to on-line payment processing; changed economic conditions; and a move by the WA Police Force to process firearm transactions on-line through its website.

Local Governments were offered replacement agreements for terms of either three or five years. The terms were determined by the Department changing its business practices and processes, the general shift to on-line processing, external factors including current economic conditions, and face-to-face transaction volumes. These factors combined could create situations in the future where it is uneconomical for a Local Government to continue providing the services; therefore the Department considered a ten year agreement term too long to afford sufficient flexibility for effective management by both parties. Shorter agreement terms will allow for regular review of the economic viability and service quality. As a consequence:

- Three year terms were offered to Local Governments with low transaction volumes located in close proximity (less than 50 kilometres) to other Local Governments providing the services.
- Five year terms were offered to Local Governments with higher transaction volumes; and Local Governments in remote areas.

Fees and costs

The fees and costs incurred by Driver and Vehicle Services (Department of Transport) are reflected in the fees and charges to customers. The Department advised it has an obligation to promote and support lower cost delivery methods because supporting more expensive service delivery methods comes at a cost to customers.

The Department acknowledged that feedback from the June 2017 survey of CEOs indicated commission payments do not fully meet the costs incurred by their Local Governments to provide licensing services. Contributing factors included increased merchant fees, increasing volume of complex transactions, and processing variations of the same transaction requiring additional time investment by staff.

According to the Department, the expired agreement provided for an increase in commission values paid to Local Governments based on CPI increases and became effective from 1 July each year. The replacement agreements continue this practice.

The Department has scheduled a commission increase of 3% effective from 1 January 2018. The cost is expected to be offset by falling transaction volumes. The Department also made a decision to provide additional funding to support Local Governments processing higher volumes of transactions above 3,000 per annum (12 per work day).

RESOLUTION

**Moved Cr Cowell
Seconded Cr Hammarquist**

That the Gascoyne Zone note the advice provided by the Department of Transport on the two replacement agreements being offered to Local Governments in regional and remote areas to continue to provide licensing services under the *Road Traffic (Administration) Act 2008*.

CARRIED

Attachment 1

Summary of key changes to replacement agreements as provided by the Department of Transport

Clause change	Reason
Definition of "Database"	Clarify that the agreement relates to DoTs vehicle and driver licensing databases.
Definition of "KPI" removed	KPI considered outdated and replaced by a compliance concept that focusses on no errors and correction if errors are identified during daily audit. Further <i>please explain</i> if errors continue or are significant – see amended Schedule H.
Definition of "PCIDSS Annual Statement" removed	Not required from Shires.
Definition of "Physical stock point" (h)	Referenced to Schedule M for clarity.
Definition of "Principal's Property"	Expanded to include physical stock and equipment provided by the Principal.
Event of Default (g) - wording change	Amended to clarify Principal to be advised and may give consent if Agents personnel have a criminal history. Otherwise it is a default event.
6.3 Agents undertakings	Now includes returning plates through approved couriers.
6.5 Conflict of interest	Better define the Department's understanding of the term.
7.1 Supply by Principal	Remove EFTPOS from (b) (i) - Shires use own systems to process payments.
8.1 Training	(e) Added to recoup taxi fares to and from training - evidence/receipts required.
8.3 Telecommunications	Ongoing rental not covered - originally introduced in infancy of the internet, now all business have internet connection, and DoT upload traffic is small.
10.3 Use of the Principal's Systems and Database	(b) Amended to provide for the Principal to request signing of a confidentiality agreement on demand - providing greater flexibility to ensure Agent personnel are aware of their responsibility. (d) Require personnel to log off when not using the PC so as not to enable unauthorized staff to access data to reduce unauthorized access and release of personal customer information.
10.5 Return of Confidential information	(b) Provide for more regular return of paperwork or other confidential information to the Department.
15.1 Audit and Review and 15.2 Performance and Compliance review meetings	Include the concept of compliance with business rules (error reduction) as well as performance which relates to quality of service.
16 Disputes	(b) Clarify that the Agents and Principals representatives must resolve disputes.
Schedule A	Minor wording changes: - Definition – Transport Service Centre - Scope of Services – now Road Law due to restructure of legislation - Physical Stock Requirements (c) - Timeliness of Service – (i), (iii) and (b)(iii) - Quality of Service (b) - Auditing by Transport Service Centres
Schedule B	Increased by 3% for selected sites performing over 3,000 transactions per annum. Non driver or vehicle transactions (maritime, photo card and taxi) removed and placed in the Non Road Rules Agreement

Schedule E	Changes to allow for directives to be issued by email.
Schedule F	Wording changes to reflect changes to DoT operations.
Schedule H	Changes to focus on error correction and prevention.
Schedule L	Removal of term from main contract to this schedule for flexibility. Contracts either for 3 or 5 years depending on volumes.

4.3 Subsidised Elected Member Training in the Gascoyne Zone

An additional phase of DLGSC and WALGA's subsidised training, funded by the State Government through the Royalties for Regions and Country Local Government Fund program, has just been released for completion by **30 June 2018**.

A range of training courses were selected by DLGSC, with input from WALGA resulting in a schedule which considered what courses had already recently been delivered in each Zone for Elected Members.

WALGA has liaised with the selected Host Council's with the program below to be delivered to Gascoyne Zone at a subsidised cost of only \$50 course per Elected Member.

To ensure that this training opportunity reaches the maximum number of Elected Members effectively and efficiently, WALGA will market these dates directly to CEO's, their EA's and Elected Members.

Training Course	Host Council	Date
Understanding Financial Reports and Budgets	Shark Bay	22 March (Thurs)
Effective Community Leadership	Shark Bay	23 March (Fri)
Effective Community Leadership	Exmouth	7 June (Thurs)
Integrated Strategic Planning – Advanced	Exmouth	14 June (Thurs)

NOTED

5. STATE COUNCIL AGENDA – MATTERS FOR DECISION

(Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council)

5.1 MATTERS FOR DECISION

5.1 Local Government Act Review

That WALGA;

1. Endorse the responses to the Department of Local Government, Sport and Cultural Industries consultation paper provided in this report;
2. Forward the WALGA policy positions endorsed at the December 2017 State Council meeting to the Department as part of this submission for the Act review process with an amendment to ensure the tender threshold is time or per contract limited to prevent Local Governments from breaching the regulations based on cumulative purchasing from a single supplier;
3. Request that the Department of Local Government, Sport and Cultural Industries ensure that representation from WALGA and the Local Government Professionals WA is included in any legislative drafting process as a result of the Local Government Act review; and

4. Support the continuance of the Department of Local Government as a direct service provider of compliance and recommend the Department service its capacity building role through the utilisation of third party service providers.

5.2 Local Government Act – Audit and Financial Management Regulations Amendment

That WALGA endorse the following response to the Department of Local Government, Sport and Cultural Industries, regarding proposed regulatory amendments to facilitate introduction of Local Government auditing by the Auditor General:

- (1) *Local Government (Audit) Regulations 1996* proposed amendments are supported, subject to the following:
 - (a) Proposed amendment of Regulation 9 – supported subject to:
 - (i) The definition of Australian Accounting Standards being consistent between this Regulation and Financial Management Regulation 3.
 - (b) Proposed new Regulation 9A – Not Supported:
 - (i) Section 7.10 of the Act already sufficiently provides for the Auditor's right of access to documents.
 - (ii) If proposed new Regulation 9A is retained, then subject to:
 - Changing requirement for CEO to provide documentation from 14-days to 30-days; or alternatively,
 - Ensuring audit planning under Audit Regulation 7 includes identification and agreement on documentation required to be provided.
 - Re-sequencing the definitions for Strategic Community Plan and Corporate Business Plan to align with the sequence of Sub-regulations 9(A)(1)(a) and (b).
 - (c) Proposed amendment of Regulation 13 – supported subject to:
 - (i) Consideration of changing the Compliance Return period from a calendar year to a financial year to be consistent with other audits. Noting that this change would require consequential changes to Audit Reg.15.
 - (d) Proposed amendment of Regulation 16 - Supported subject to:
 - (i) Sub-regulation 16(a) being deleted as Audit Committee involvement in 'guiding and assisting' Local Government to prepare budgets, financial reports, rates, etc. compromises the Committee's objectivity / impartiality when undertaking the audit role.
 - (ii) Redrafting Sub-regulation 16(d) to prescribe the Audit Committee's function as being 'to monitor and advise the CEO in regard to the outcome of any review undertaken in accordance with Audit Regulation 17(1) and Financial Management Regulation 5(2)(c)'. The redraft is proposed to avoid any confusion between the Audit Committee function and the CEO's responsibilities for the administration of the Local Government.
 - (iii) Amendment of Sub-regulation 16(d) to include a requirement for the Audit Committee to report to Council.
- (2) *Local Government (Financial Management) Regulations 1996* proposed amendments are supported, subject to the following:

- (a) Proposed amendment of Regulation 5 - supported subject to:
 - (i) Including a requirement for the outcome of a review to be reported to Council via the Audit Committee, consistent with other similar reporting requirements.
- (b) Proposed amendment of Regulation 17A – supported subject to:
 - (i) Resolution of the conflict between the proposed 3-5 year review cycle and AASB 116 clause 34 which requires annual review of asset valuations in some circumstances.
 - (ii) Deletion of Sub-regulation 17A(4) as it replicates the requirements of AASB 116 clause 34 and may become inconsistent with the AAS should the AAS be amended in future.
 - (iii) Redrafting of Sub-regulation 17A(6) to enable Local Governments to determine the \$value threshold through their accounting policy, enabling Local Governments to apply an effective size and scale regime.
 - (iv) Inserting a new sub-regulation excluding Local Governments from compliance with AASB 166, clause 36, so to avoid requirements for revaluation of a whole class of assets, on the basis that revaluation within the 3-5 year cycle is sufficient.
- (c) Regulation 17B is not supported on the basis that:
 - (i) Regulation 17B is contrary to the intent of Regulation 17A which expenses assets valued less than \$5000.
 - (ii) “Attractive” assets is not defined.
 - (iii) Regulation 17B’s purpose is unclear if the asset is written off and therefore active audit is not required.
 - (iv) Theft of portable assets is not considered a widespread problem and where concerns arise regarding theft Local Governments will address those risks, therefore additional red-tape should not be created for the whole sector.
 - (v) If Regulation 17B is proposed to retained, then its retention should be justified by a cost benefit analysis evidencing that sector wide benefit will be achieved i.e. the actual cost of implementing proposed Regulation 17B versus the actual cost of ‘lost’ portable assets. If no such benefit is evidenced, then Regulation 17B should not be implemented.

5.3 Interim Submission - Review of the State Industrial Relations System

That the interim submission in response to the Review of the State Industrial Relations System be endorsed.

5.4 Interim Submission – State Planning Policy 5.4 Road and Rail Noise – Residential Subdivision

That the interim submission to the WA Planning Commission on State Planning Policy 5.4 Road and Rail Noise be endorsed.

5.5 Interim Submission – Planned or Managed Retreat Guidelines

That the interim submission to the WA Planning Commission on the Planned or Managed Retreat Guidelines be endorsed.

5.6 Clearance of subdivision conditions relating to Bushfire Management Plans

That WALGA request that the State Government formally consult with the sector in regard to: -

1. The Department of Fire and Emergency Services' (DFES) transferring of responsibility to the Local Government sector for the clearance of a subdivision condition for Bush Fire Management Plans, when the condition has been requested by DFES.
2. Any possible review of the model subdivision condition relating to clearance of Bush Fire Management Plans.

5.7 Review of the Administrative Road Classification Methodology

That WALGA supports the revised Administrative Road Classification methodology used to designate whether a road should be managed by Main Roads WA or Local Governments.

5.8 Interim Submission - Inquiry into Progress under the National Road Safety Strategy 2011-2020

That the Interim Submission to the Inquiry into progress under the National Road Safety Strategy 2011-2020 be endorsed.

5.9 Interim Submission - Proposed listing of the 'Tuart Woodlands and Forests of the Swan Coastal Plain' as a Threatened Ecological Community

That the Interim Submission to the Department of the Environment and Energy supporting the listing of the 'Tuart (*Eucalyptus gomphocephala*) Woodlands and Forests of the Swan Coastal Plain' as a Threatened Ecological Community be endorsed.

RESOLUTION

Moved: Cr Brandenburg

Seconded: Cr Cowell

That the Gascoyne Country Zone endorse all Matters for Decision contained in the State Council agenda with an amendment to item 5.1, as follows:

That WALGA;

1. **Endorse the responses to the Department of Local Government, Sport and Cultural Industries consultation paper provided in this report;**
2. **Forward the WALGA policy positions endorsed at the December 2017 State Council meeting to the Department as part of this submission for the Act review process with an amendment to ensure the tender threshold is time or per contract limited to prevent Local Governments from breaching the regulations based on cumulative purchasing from a single supplier;**
3. **Request that the Department of Local Government, Sport and Cultural Industries ensure that representation from WALGA and the Local Government Professionals WA is**

included in any legislative drafting process as a result of the Local Government Act review; and

4. Support the continuance of the Department of Local Government as a direct service provider of compliance and recommend the Department service its capacity building role through the utilisation of third party service providers.

CARRIED

5.2 MATTERS FOR NOTING

6.1 Heritage Bill 2017

6.2 2016-17 Fuel Reduction Activities in Western Australia

6.3 Proposed State Road Funds to Local Government Agreement 2017/18 - 2022/23

6.4 Report Municipal Waste Advisory Council (MWAC)

RESOLUTION

Moved: Cr Hammarquist

Seconded: Cr Brandenburg

That the Gascoyne Country Zone Note the Matters for Noting contained in the State Council agenda

CARRIED

6. OTHER BUSINESS

6.1 Carnarvon Rangelands Biosecurity Association

John McCleary updated the Zone about the activities and importance of the work of the Carnarvon Rangelands Biosecurity Association.

RESOLUTION

That the Executive Officer invite the Carnarvon Rangelands Biosecurity Association to present at a future Zone meeting.

CARRIED

6.2 Murchison Zone

The next meeting of the Murchison Zone will be held on 4 May 2018.

That Cr Brett Smith and Mr John McCleary attend the next meeting of the Murchison Zone to be held on 4 May 2018 at the Shire of Cue and report back to a future Zone meeting.

CARRIED

7. EXECUTIVE REPORTS

7.1 State Councillor's Report to the Zone

Cr Cheryl Cowell will provide an update to the Zone.

Noted

7.2 President's Report to the Zone

Tim Lane will outline the President's Report on behalf of Cr Lynne Craigie.

Noted

7.3 DLGC's Report to the Zone

Nil. DLGC an apology to this meeting.

8. DATE, TIME AND PLACE OF NEXT MEETING

The next ordinary meeting of the Gascoyne Country Zone will be held at 10:00am on Friday 27 April 2018 via teleconference.

10. CLOSURE

There being no further business the Chair declared the meeting closed at 12:13pm.