



WEROC Inc. Board Meeting MINUTES

Wednesday 31 July 2024

Shire of Yilgarn Council Chambers

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405

E rebekah@150square.com.au

M 0428 871 202

W www.weroc.com.au

CONTENTS

1.	OPENING AND ANNOUNCEMENTS.....	3
2.	RECORD OF ATTENDANCE AND APOLOGIES.....	3
	2.1 Attendance.....	3
	2.2 Apologies.....	3
	2.3 Guests.....	3
3.	DECLARATIONS OF INTEREST.....	4
4.	PRESENTATIONS.....	4
	4.1 Cheriece Johnson Chief Operating Officer & Oscar Slattery, Sales Consultant, Government Frameworks, 1.40pm (videoconference).....	4
	4.2 Wendy Newman, Chair, REED, 2.15pm (videoconference).....	4
	4.3 Renata Paliskis, Chief Executive Officer, Wheatbelt NRM, 2.45pm (videoconference)....	5
5.	MINUTES OF MEETINGS.....	6
	5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 9 May 2024.....	6
	5.2 Minutes of the WEROC Inc. CEO Committee Meeting held on Tuesday 11 June 2024...7	
	5.3 Business Arising – Status Reports.....	7
	5.3.1 Actions Arising from the WEROC Inc. Board Meeting held on 9 May 2024.....	7
	5.3.1 Actions Arising from the WEROC Inc. CEO Committee Meeting held on 11 June 2024.....	8
	5.4 Decision made out of session.....	9
	5.4.1 WEROC Submission to the Export Control Amendment Bill 2024.....	9
6.	WEROC INC. FINANCE.....	10
	6.1 WEROC Inc. Financial Report as of 30 June 2024.....	10
	6.2 Income, Expenditure & Balance Sheet.....	12
7.	MATTERS FOR DECISION.....	13
	7.1 Appointment of Signatories to the WEROC Inc. Bank Account.....	13
	7.2 Eastern Wheatbelt Self-Drive Trail.....	14
	7.3 WEROC Inc. HR/IR Consultant.....	15
	7.4 McCusker Centre Internship.....	16
	7.5 Housing.....	17
	7.6 Discussion & Decisions Arising from the Presentation by Mr. Oscar Slattery.....	18
	7.7 Discussion & Decisions Arising from the Presentation by Ms. Wendy Newman.....	19
	7.8 Discussion & Decisions Arising from the Presentation by Ms. Renata Paliskis.....	19
8.	PROJECT UPDATES.....	20
	8.1 Collaborative Marketing Initiatives.....	20
	8.2 Town Team Movement.....	20
	8.3 Wheatbelt Medical Student Immersion Program 2024.....	20
9.	EMERGING ISSUES.....	20
10.	OTHER MATTERS (FOR NOTING).....	20
	10.1 SEGRA 2024.....	20
11.	FUTURE MEETINGS.....	21
12.	RESIGNATION OF CHAIR.....	21
13.	CLOSURE.....	22

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

MINUTES

Minutes of the Board Meeting held in Southern Cross on Wednesday 31 July 2024.

1. OPENING AND ANNOUNCEMENTS

Ms. Renee Manning as Chair of WEROC Inc., welcomed members of the Board and opened the meeting at 1.36pm.

Ms. Manning advised prior to the meeting, her intent to resign as Chair of WEROC Inc. This matter will be dealt with at the end of the meeting under Agenda item 12.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Emily Ryan

Mr. Mark Crees

Mr. Wayne Della Bosca

Mr. Raymond Griffiths

Ms. Renee Manning

Mr. Bill Price

Mr. Ramesh Rajagopalan

Ms. Joanne Soderlund

Ms. Charmaine Thomson

Mr. Nic Warren

Mr. Craig Watts

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Nil

2.3 Guests

Mr. John Merrick, Acting Chief Executive Officer, Shire of Bruce Rock

Mr. Oscar Slattery, Sales Consultant, Government Frameworks (joined via videoconference at 1.48pm and left at 2.15pm)

Ms. Cheriece Johnson, Chief Operating Officer, Government Frameworks (joined via videoconference at 1.48pm and left at 2.15pm)

Kylie Helgesen General Manager, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm)

Steven Sizer, Operations Manager, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm).

Ms. Wendy Newman, Chair, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm).

Ms. Renata Paliskis, Interim Chief Executive Officer, Wheatbelt NRM (joined via videoconference at 2.50pm and left at 3.10pm)

3. DECLARATIONS OF INTEREST

Nil

4. PRESENTATIONS

4.1 Cheriece Johnson Chief Operating Officer & Oscar Slattery, Sales Consultant, Government Frameworks, 1.40pm (videoconference)

Attachment 1: Government Frameworks overview

Attachment 2: FARMER overview

On 24 May 2024, Mr. John Merrick, Acting CEO Shire of Merredin, sent an email to WEROC CEO's advising of a presentation from Government Frameworks demonstrating a form-based system for records management and asking if there was interest in having a similar presentation. Mr. Oscar Slattery contacted the Executive Officer in late June as a follow-up and requested an opportunity to present to the WEROC Councils. Mr. Slattery and Ms. Cheriece Johnson, Chief Operating Officer of Government Frameworks, will join the meeting via videoconference to provide an overview of their product offering.

Comments from the meeting:

- Ms. Johnson provided the following overview of the FARMER software:
 - FARMER is a smart digital form that can validate the information entered into it, escalate it through the proper workflow and generate an automated response.
 - All records associated with the workflow are combined into a single record.
 - The program eliminates errors and removes re-work.
 - Residents' expectations are growing in terms of response times (i.e. how quickly they expect Local Governments to respond to queries). They estimate that their automated system can save 15,000 – 100,000 hours per annum.
 - It is a software and service subscription offering.
 - For the duration of the subscription, they will update forms and provide ongoing training and development for staff.

Mr. Slattery and Ms. Johnson left the meeting at 2.15pm and did not return.

4.2 Wendy Newman, Chair, REED, 2.15pm (videoconference)

At the WEROC Inc. Board Meeting held on 9 May 2024, under agenda item 7.1 WEROC Futures Discussion, the lack of childcare places and the limitations on days/hours of operation were identified as barriers to accessing workers. It was suggested that a representative from Regional Early Education Development Inc. (REED) be invited to present to the Board. Ms. Wendy Newman is the current Chair of REED and will join the meeting via videoconference to provide an update on REED's future plans and constraints to growth.

Comments from the meeting:

- Ms. Newman provided the following overview of the REED service:

- REED operates under a cluster model. They have a centralized management function which allows them to meet national standards for early childhood education and care and to provide a consistent service on the ground.
- Local Governments assist REED in various ways including through long term leases on premises, provision of financial and in-kind support (e.g., accommodation) and the inclusion of REED local services on Shire websites.
- REED is the largest provider of childcare in regional WA. Workforce attraction and retention has been a major challenge for them, which impacts on service continuity. The lack of housing and accommodation continues to be a barrier to workforce attraction.
- Behind the scenes REED do a lot of advocacy work to push an understanding of the needs of rural and remote early childhood care and education.
- Ms. Renee Manning queried how REED was performing in the Eastern Wheatbelt.
- It was advised that Merredin is well-staffed and has recently increased its licensed places by 8 but they are now at capacity and cannot accommodate any further increases within the building they currently occupy. Bruce Rock has just employed a team leader, so they expect to see more consistency in that service.
- Mr. Nic Warren questioned the ability for REED to have a “flying squad” of staff who could move about the region to fill extra days in a Centre (e.g., in Southern Cross) to get a 5 day a week service.
- Mr. Steven Sizer responded that the service in Southern Cross has fluctuated in terms of enrolment numbers and days over the years and whilst they would like to open five days a week, they would need to employ an additional person to make this possible and to commit to this they would need evidence of community need.
- Mr. Raymond Griffiths asked what the tipping point is to get a REED service established in a town.
- Ms. Newman advised that utilization is a key indicator for the Board and while there might be community demand, they need to be certain the numbers are there to justify the additional staff and cost to run a service.
- Ms. Kylie Helgesen, General Manager of REED, advised that they are not able to establish services in towns where there currently is no service because there is no funding to support this. The sector operates on an activity-based funding model which means that they need enrolments to get funds. In order to establish a new service, the current model would need to change.

Ms. Newman, Ms. Helgesen and Mr. Sizer left the meeting at 2.46pm and did not return.

4.3 Renata Paliskis, Chief Executive Officer, Wheatbelt NRM, 2.45pm (videoconference)

Attachment 3: Corella Q4 2023-24 Final Report

At the WEROC Inc. Board meeting held on 9 May 2024 the Corella Management Project being led by Wheatbelt NRM and co-invested in by WEROC, AROC and CBH was discussed and the general view of the Board at that time was that if Wheatbelt NRM could not provide a convincing reason to remain with the project, WEROC would withdraw. It was agreed that the WEROC Chair, Executive Officer and any other available Members would attend the planned face to face stakeholder meeting on Wednesday 15 May 2024 to hear from the other project stakeholders.

An email was sent to Board Members on 29 May providing a brief overview of what came from the stakeholder meeting and asking that consideration be given to the top three things we would want Wheatbelt NRM to do in order to keep WEROC involved in the project. Mr. Nic Warren suggested the following be submitted as WEROC’s priorities:

1. *Compile and submit an application to DBCA for a “Licence to Take Fauna Causing Damage” and implement/coordinate a cull in impacted towns to reduce numbers and provide some immediate relief.*
2. *Provide a costed ongoing control program for consideration.*

3. Lobby State Government to address this issue, as it is a State Government responsibility.

This recommendation was supported by the Board and the priorities were sent to Ms. Jacquie Lucas for consideration on 4 June 2024.

At the WEROC CEO Committee meeting held on 11 June, the Corella Management Project was discussed further and the CEO's resolved that WEROC should withdraw from the Corella Management project due to a lack of progress. WEROC's potential withdrawal was relayed to Ms. Lucas, and it was advised that a final decision would be made by the Board at our meeting on 31 July.

WEROC have pre-paid for the first quarter of the second year of the project (July – October 2024). The agreed scope of works for this period is a completed monitoring framework, a monitoring program, initiation of a three-year project plan and Ministerial lobbying.

Ms. Renata Paliskis, interim CEO of Wheatbelt NRM has been invited to present to the Board and provide an update on how the project is progressing and what WEROC can expect for their investment until the end of the current quarter.

Comments from the meeting:

- Ms. Paliskis advised that she has been with Wheatbelt NRM for the last 7 weeks and in that time has been briefed on the project and has been involved in re-scoping it.
- Wheatbelt NRM are in the process of formalizing a letter of agreement with AROC and would like to do the same with WEROC.
- Ms. Paliskis believes that forming a steering committee to drive the project forward will be fundamental to its success.
- The Department of Primary Industries and Regional Development have formed a working group with the Department of Biodiversity, Conservation and Attractions, to work out how to deploy alphachloralose.
- Mr. Nic Warren commented that for its investment WEROC expected some kind of action not just a plan. Mr. Raymond Griffiths reaffirmed this and noted that the Shire of Kellerberrin, who have invested funds in addition to WEROC, made it clear to Wheatbelt NRM that they wanted eradication on the ground not just a plan.
- Ms. Paliskis responded to say that the approach they are taking is the approach that was recommended in an earlier research report completed for the AROC area.
- Ms. Renee Manning noted WEROC's dissatisfaction with the process and how long it has taken to get to where we are. This is the primary reason for WEROC's decision to withdraw from the project.
- Ms. Paliskis requested that WEROC provide feedback in writing to Wheatbelt NRM so that she can identify points for improvement.

Ms. Paliskis left the meeting at 3.10pm and did not return.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 9 May 2024

Minutes of the WEROC Inc. Board Meeting held in Kellerberrin on Thursday 9 May 2024 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held in Kellerberrin on Thursday 9 May 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Wayne Della Bosca

Seconded: Ms. Renee Manning

That the Minutes of the WEROC Inc. Meeting held in Kellerberrin on Thursday 9 May 2024 be confirmed as a true and correct record.

CARRIED

5.2 Minutes of the WEROC Inc. CEO Committee Meeting held on Tuesday 11 June 2024

Attachment 4. Minutes of the WEROC Inc. CEO Committee Meeting 11062024

Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 are provided as Attachment 4.

Recommendation:

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Bill Price

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 be confirmed as a true and correct record.

CARRIED

5.3 Business Arising – Status Reports

5.3.1 Actions Arising from the WEROC Inc. Board Meeting held on 9 May 2024

Attachment 5: WEROC Inc. Submission to the inquiry into Local Government sustainability

Agenda Item	Action(s)	Status
7.1 WEROC Futures Discussion	1) Organise a WEROC Inc. CEO Committee Meeting to discuss the following matters in more detail: <ul style="list-style-type: none"> • ERP Software replacement • A shared governance resource • Social benefit planning policy • Housing 2) Invite a representative from REED to present to the WEROC Board. 3) Source a quote from a graphic designer to assist with the development of a branding guide for the Eastern Wheatbelt self-drive trail. 4) Develop a Marketing Plan for the Eastern Wheatbelt self-drive trail.	The WEROC Inc. CEO Committee met on 11 June 2024. The actions arising from this meeting are detailed in agenda item 5.3.2. Ms. Wendy Newman, Chair of REED has been invited to present to the Board on the future direction of REED and constraints to growth. A quote for a logo update and brand guidelines has been sourced from Aesthete Create. A draft Marketing Plan has been developed. Please refer to Agenda item 7.1 for further information.
7.3 McCusker Centre Internship	Prepare and submit role descriptions for the following agreed priority projects for the McCusker Centre Internship Project <ol style="list-style-type: none"> 1) Public Health Planning. 2) Social Impact Assessment. 	Role descriptions for the McCusker Centre Internship projects were submitted and both were matched with students. The interns were hosted by the Shire of Merredin over two weeks commencing 24 June 2024. Refer to Agenda item 7.3 for further information.

7.4 Eastern Wheatbelt Self-Drive Trail Promotional Opportunities	Engage Taylormadefortravel to promote the Eastern Wheatbelt Self-Drive trail through social media channels.	Ms. Carol Taylor was advised that WEROC would like to engage her services to promote the Eastern Wheatbelt Self-Drive Trail. Please refer to Agenda item 7.1 for further information.
8.2 Town Team Builder	That the WEROC Town Team builder be asked to: 1) Focus on the deliverables around supporting existing and establishing new town teams and on educating the community about the placemaking philosophy. This includes working with Shires to deliver community information sessions. 2) Report back to the Board on how the engagement goes and work forward from there.	Ms. Vanessa King was advised of the Boards directive and has organised the community information sessions as requested. Please refer to Agenda item 8.2 for further information.
8.4 Local Government Sustainability Inquiry	WEROC make a submission to the inquiry into Local Government Sustainability.	A submission was made on behalf of WEROC and is provided as Attachment 5.

5.3.1 Actions Arising from the WEROC Inc. CEO Committee Meeting held on 11 June 2024

Agenda Item	Action(s)	Status
5.1 ERP System Requirements	1) Write to NEWROC, RoerOC and the Shire of Cunderdin to invite them to be involved in an ERP software review. 2) ERP software requirements spreadsheet to be completed by all Shires. 3) Seek quotes to provide the software requirements assessment and procurement process.	Quotes were sourced to assist with the assessment and procurement process. The price for this assistance ranged between \$10,000 - \$17,000 per Shire. It was therefore decided that a different approach would be taken whereby the initial assessment of requirements would be skipped and an expression of interest process would be conducted to get an understanding of cost and what the different systems offer. EOI's close on 31 July and a software demonstration is scheduled for 6 August. NEWROC and ROEROC Shires have been invited to attend the demonstrations.
5.2. Shared Governance Officer	Prepare a scope of works for an IR/HR consultant to assist WEROC Shires.	A consultant brief was prepared and sent out for quote. Please refer to Agenda item 7.2 for further information.
5.3 Planning Policy	Social impact/social enhancement policy for WEROC to be presented to the WEROC Board at a future meeting.	The Executive Officer, Mr. Nic Warren and Mr. Craig Watts met with the McCusker Centre intern working on a social impact

		assessment and revised the scope of works to include research on social benefit planning policies/social enhancement funds. Please refer to Agenda item 7.3 for further information.
5.4 Housing	The Executive Officer write to the Wheatbelt Development Commission and request that they take a proposal to State Government to fund the housing investigation work and to support Local Governments to develop appropriate housing.	An email was sent to Mr. Alex Mackenzie on 26 June 2024 outlining the feedback provided by the WEROC CEO's. A follow up email was sent on 15 July requesting feedback on the output from the WEROC CEO meeting. At the time of preparing this agenda no response has been received.
5.5 Corella Management	That the recommendation be made to the Board that WEROC formally withdraw from the Corella Management Project due to a lack of progress.	Ms. Jacquie Lucas has been advised that the WEROC CEO Committee have made a recommendation to withdraw from the project. She has requested that they be advised of a final decision once the recommendation has been taken to the Board. Ms. Renta Paliskis has been invited to present to the Board.

Recommendation:
That the status reports be received.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Nic Warren

That the status reports be received.

CARRIED

5.4 Decision made out of session.

5.4.1 WEROC Submission to the Export Control Amendment Bill 2024

Attachment 6: WEROC Submission to the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024.

On 10 June 2024, Board Members received an email from the Executive Officer requesting approval for WEROC Inc. to make a submission to the inquiry into the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024.

Support for the submission being made was provided by all Member Shires. A copy of the submission is provided as an attachment.

For recording purposes, the decision is presented for endorsement.

Recommendation:

That the decision made by the WEROC Inc. Board out of session, to make a submission to the inquiry into the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024, be endorsed.

RESOLUTION:

Moved: Ms. Emily Ryan

Seconded: Mr. Craig Watts

That the decision made by the WEROC Inc. Board out of session, to make a submission to the inquiry into the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024, be endorsed.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 30 June 2024

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 July 2024

Attachments: Nil

Voting Requirement: Simple Majority

At the WEROC Inc. Board Meeting held on 26 April 2023 the budget for the financial year commencing 1 July 2023 and ending 30 June 2024 was adopted. The approved Budget 2023-24 is used as the basis for the financial report.

An explanation for each of the notations on the financial report is provided below.

Note 1	Annual Financial contributions paid by Member Local Governments.
Note 2	GST received
Note 3	GST refund for Q4 BAS 2022-23, Q2 BAS 2023-24, and Q3 BAS 2023-24
Note 4	Executive Officer services
Note 5	Executive Officer travel to Board and other meetings
Note 6	Monthly subscription fee for Xero accounting software
Note 7	Payment to Audit Partners Australia for completing the audit of WEROC finances for the 2022-23 financial year
Note 8	Payments to the Shire of Merredin for the Central Wheatbelt Visitor Centre mail out service, Flat Earth Mapping for the design of the WEROC Drive Trail map, Strike Point Graphic design for the WEROC drive trail informational sign, Seed Studio for the graphic design of the WEROC drive trail marker sign, Australia’s Golden Outback for co-operative marketing activities in 2023-24, Vanguard Publishing for advertisement in the AGO 2024 Holiday Planner and Vanessa King for Town Team Builder services.
Note 9	Payments to PWD for the 12-month website hosting fee and SSL certificate for website
Note 10	Payments to Local Community Insurance Services for insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.
Note 11	Transfer to Term Deposit.
Note 12	GST paid
Note 13	GST paid for Q1 BAS 2023-24

Note 14	Actual expenditure exceeds total budgeted expenditure for the financial year because of the unbudgeted transfer of funds to a Term Deposit.
----------------	---

WEROC Inc.
ABN 28 416 957 824
1 July 2023 to 30 June 2024

		Budget 2023/2024	Actual to 30/06/2024	Notes
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1
504.01	Consultancy & Project Reserve	\$0.00	\$0.00	
0575	Interest received	\$0.00	\$0.00	
584	Other Income	\$0.00	\$0.00	
	GST Output Tax	\$7,200.00	\$7,200.00	2
	GST Refunds	\$5,083.15	\$5,156.00	3
Total Receipts		\$84,283.15	\$84,356.00	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$34,500.00	\$33,296.80	4
1661.02	Executive Officer Travel and Accommodation	\$1,000.00	\$1,711.70	5
1661.03	WEROC Executive Officer Recruitment	\$1,000.00	\$0.00	
1687	WEROC Financial Services Accounting	\$1,000.00	\$886.34	6
1687.03	WEROC Financial Services Audit	\$1,050.00	\$982.00	7
1585	WEROC Consultant Expenses	\$60,000.00	\$38,204.73	8
1850	WEROC Management of WEROC App & Website	\$420.00	\$685.00	9
1801	WEROC Meeting Expenses	\$500.00	\$340.91	
1851	WEROC Insurance	\$6,300.00	\$5,953.61	10
1852	WEROC Legal Expenses	\$2,000.00	\$0.00	
1853	WEROC Incorporation Expenses	\$0.00	\$0.00	
1854	Transfer to Term Deposit	\$0.00	\$100,000.00	11
1930	WEROC Sundry	\$300.00	\$0.00	
3384	GST Input Tax	\$10,807.00	\$7,686.07	12
	ATO Payments	\$2,393.33	\$5,908.00	13
Total Payments		\$121,270.33	\$195,655.16	14
Net Position		-\$36,987.18	-\$111,299.16	
OPENING CASH 1 July		\$181,216.58	\$181,083.80	
CASH BALANCE		\$144,229.39	\$69,784.64	

Recommendation:

That the WEROC Inc. financial report for the period 1 July 2023 to 30 June 2024, be received.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Mr. Ram Rajagopalan

That the WEROC Inc. financial report for the period 1 July 2023 to 30 June 2024, be received.

CARRIED

6.2 Income, Expenditure & Balance Sheet

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 July 2024

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 May to 30 June 2024 is provided below.

Date	Description	Credit	Debit	Running Balance
Opening Balance		85,837.21		
08 May 2024	Payment: 150 Square Pty Ltd		3,314.50	82,522.71
10 Jun 2024	JV King Family Trust		1,507.77	81,014.94
10 Jun 2024	Wheatbelt NRM		6,875.00	74,139.94
11 Jun 2024	150 Square Pty Ltd		3,980.30	70,159.64
27 Jun 2024	Payment: Kellerberrin & District Club		375.00	69,784.64
Total			16,052.57	
Closing Balance		69,784.64		

Balance Sheet

Wheatbelt East Regional Organisation of Councils Inc
As at 30 June 2024

	30 JUNE 2024
Assets	
Bank	
Term Deposit	100,000.00
Westpac Community Solution One	69,784.64
Total Bank	169,784.64
Total Assets	169,784.64
Liabilities	
Current Liabilities	
GST	(2,225.08)
Total Current Liabilities	(2,225.08)
Non-current Liabilities	
GST Clearing	61.00
Total Non-current Liabilities	61.00
Total Liabilities	(2,164.08)
Net Assets	171,948.72
Equity	
Current Year Earnings	(10,061.09)
Retained Earnings	182,009.81
Total Equity	171,948.72

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 May to 30 June 2024 be received.
That the Accounts Paid by WEROC Inc. for the period 1 May to 30 June 2024 totalling \$16,052.57 be approved.
That the Balance Sheet as of 30 June 2024 be noted.

RESOLUTION:

Moved: Mr. Nic Warren

Seconded: Ms. Renee Manning

That the WEROC Inc. summary of income and expenditure for the period 1 May to 30 June 2024 be received.
That the Accounts Paid by WEROC Inc. for the period 1 May to 30 June 2024 totalling \$16,052.57 be approved.
That the Balance Sheet as of 30 June 2024 be noted.

CARRIED

7. MATTERS FOR DECISION

7.1 Appointment of Signatories to the WEROC Inc. Bank Account

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2023

Attachments: Nil

Consultation: Nil

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

WEROC Inc. holds a Community Solutions One account with Westpac Bank, into which all funds are deposited and from which all accounts are paid. Two signatories are required for any outgoing payment to be processed.

WEROC Inc. also hold a Term Deposit account with Westpac Bank.

The current signatories to the Westpac accounts are Rebekah Burges (administrator, approver), Mr. Raymond Griffiths (approver) and Ms. Renee Manning (approver).

Executive Officer Comment:

The Executive Officer in their capacity as Secretary/Treasurer remains a consistent signatory to the WEROC Inc. bank accounts. The other signatories have mirrored the incumbent Chair and CEO and as such, change every two years as these responsibilities rotate between the Member Councils. At the time of the November 2023 meeting when the signatories for the 2023/24 financial year were endorsed, Ms. Lisa Clack who was the incoming WEROC CEO had advised of her intention to resign from the Shire of Merredin. It was therefore decided that Mr. Raymond Griffiths would remain a signatory and Ms. Renee Manning as incoming Chair would be added as a signatory.

Considering the resignation of the WEROC Chair and the Shire of Merredin having now appointed a new CEO, it may be prudent to review signatories to the WEROC accounts.

Recommendation:

That:

- 1) The outgoing Chair be removed as signatory to the accounts and the interim Chair added.
- 2) One other Member of the WEROC Inc. Board be appointed as approver of the account to ensure that there are always two signatories available to process payments.

RESOLUTION:

Moved: Ms. Renee Manning

Seconded: Mr. Ram Rajagopalan

That:

- 1) Ms. Manning having notified her intent to resign as Chair of WEROC Inc., be removed as a signatory to the accounts and the interim Chair, to be decided at Agenda item 12, be added to the accounts.
- 2) No other changes will be made until the next Annual General Meeting.

CARRIED

7.2 Eastern Wheatbelt Self-Drive Trail

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Attachments: **Attachment 7:** Cost Estimate Aesthete Creative

Attachment 8: Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan

Consultation: Lauren Clarke, Founder Aesthete Creative

Financial Implications: \$299 for brand refresh and guidelines

\$1,500 plus travel and accommodation to engage Taylormadefortravel

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held on 9 May 2024 during the futures discussion, it was suggested that a branding guide and marketing plan be developed to assist in the promotion of the Eastern Wheatbelt Self-Drive trail. At the same meeting a proposal forwarded by the Central Wheatbelt Visitors Centre from social media travel influencer, Ms. Carol Taylor of Taylormadefortravel was considered as a marketing option.

In relation to these matters the Board resolved to engage the services of Ms. Taylor at a cost of \$1,000 plus travel and accommodation and to source quotes for a branding guide.

Executive Officer Comment:

A quote to assist WEROC with a branding guide and logo's/letterheads in revised formats has been provided by Wheatbelt based graphic designer Lauren Clarke, of Aesthete Creative. The brand guide is intended to guide all WEROC's brand touchpoints including the self-drive trail.

The Executive Officer has prepared a marketing plan for the self-drive trail, which is presented for consideration.

The board approved expending \$1,000 plus travel and accommodation for the services of social media travel influencer Ms. Carol Taylor. The Executive officer contacted Ms. Taylor to advise that WEROC would like to engage her services as per the quote that was supplied to the Central Wheatbelt Visitors Centre. Ms. Taylor responded to say that she was happy to work with WEROC, but the price would be different because the quote for the Visitors Centre accounted for her re-using already acquired images. Ms. Taylor provided a revised quote of \$1,500 plus travel and accommodation.

If the Board are still happy to proceed with Ms. Taylor's services at the increased price, she will conduct her visit during the Spring (likely September) to capture the wildflowers. To assist with her visit Ms. Taylor has requested that each Shire advise of one or two areas along the trail that they want her to focus on in her

coverage. Ms. Taylor will look at accommodation options in each Shire and advise her preferences and see if there is something that can be worked out to reduce the costs.

Recommendation:

That:

- 1) The quote from Aesthete Creative for a branding guide and refresh at a cost of \$299 be accepted,
- 2) The revised quote from Taylormadefortravel for social media coverage of the Eastern Wheatbelt Self-Drive Trail at a cost of \$1,500 plus travel and accommodation be accepted,
- 3) The Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan be adopted.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Bill Price

That:

- 1) The quote from Aesthete Creative for a branding guide and refresh at a cost of \$299 be accepted,
- 2) The revised quote from Taylormadefortravel for social media coverage of the Eastern Wheatbelt Self-Drive Trail at a cost of \$1,500 plus travel and accommodation be accepted,
- 3) The Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan be adopted.

CARRIED

7.3 WEROC Inc. HR/IR Consultant

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Attachments: **Attachment 9:** WEROC IR/HR Consultant Brief
Attachment 10: Proposal Caris Consulting
Attachment 11: Caris Solutions & Services
Attachment 12: WEROC Proposal HR Cornerstone

Consultation: WEROC CEO's

Financial Implications: As per quotes.

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. CEO Committee Meeting held on 11 June, discussion was had around the onerous compliance requirements for Local Governments and the limited expertise of staff to deal with these requirements. The possibility of a shared governance officer was discussed but it was decided that there was a more immediate need for IR/HR support to assist in the transition from the Federal to State Award. It was resolved that a scope of work for an IR/HR consultant would be developed to assist WEROC Shires.

Executive officer comment:

An IR/HR Consultant brief was prepared by the Executive Officer and circulated to WEROC CEOs for comment on 21 June. A final version, with feedback from CEO's included, was sent to a small number of Perth based IR/HR Consulting firms with a request to quote on:

- 1) An initial audit of all existing policies, procedures, workplace practices and contracts to identify specific actions for each of the six WEROC Shires to ensure compliance with relevant legislation and the new Award.
- 2) An hourly rate for ongoing support services to Shires on an as needs basis.

Caris Consulting and HR Cornerstone have provided quotes, which are provided as attachments.

Recommendation:

That:

- 1) The quotes from Caris Consulting and HR Cornerstone be considered and discussed; and
- 2) WEROC utilise funds from the Consultancy budget to cover the initial review of policies and contracts.

Comments from the meeting:

- Mr. Raymond Griffiths advised that come January all Local Governments have to align with the State Award. The intent behind this initiative is to get a professional in the IR/HR space to have a look at each Shire's existing documents and make the necessary changes to help make the transition smoother. A consultant is required because the Shire's do not have the expertise in-house.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Ms. Emily Ryan

That:

- 1) The quote from HR Cornerstone be accepted; and
- 2) Funds from the WEROC consultancy budget will be used to cover the cost of the initial review/update of policies and procedures.

CARRIED

7.4 McCusker Centre Internship

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 15 July 2024

Attachments: **Attachment 13:** Social Impact Assessment Intern Final Report

Consultation: NA

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

Two interns from UWA's McCusker Center were matched with WEROC's priority projects – Public Health Planning and Social Impact Assessment. The interns completed a two week stay in Merredin from 24 June to 5 July 2024. The remaining hours of the internships were completed remotely and officially concluded on 19 July.

Vu'Rusha Dormasy a final year biomedical science student took on the Public Health Planning project and Cheyanne Love a second year psychology student took on the social impact assessment project. The original scope for the latter project was changed from conducting a social impact assessment in the region, to undertaking desktop research to identify examples of impact assessments that have been completed in other areas to understand the process, if there is any commonality amongst the impacts and mitigation methods identified and what we can learn from this for the eastern Wheatbelt. The intern was also tasked with identifying examples of social benefit funds that have been established in other areas and summarising how these were negotiated, the terms and conditions of funding, amounts being offered, etc.

Executive officer comment:

The final report produced by the social impact assessment intern is provided as an attachment. The Public Health Planning report has not yet been submitted.

To further the work done by the social impact assessment intern, and instead of developing a “policy”, Ms. Renee Manning suggested via email, that consideration should be given to a guide or framework being developed which will make it easier for businesses to invest/partner with the community. The framework would ensure that all WEROC Local Governments have a process to follow, and that any investment hits the mark on community needs and does not just result in token gestures from the companies.

Recommendation:

That:

- 1) The Board reflect on the internship process and value and consider if WEROC would like to take on interns for future rounds.
- 2) Consider the suggestion made by Ms. Renee Manning regarding a framework for investment and the way forward if it is agreed that this is the best approach.

Comments from the meeting:

- Mr. Craig Watts suggested that if WEROC take on interns in a future round, planning for their arrival should be more comprehensive. For example, at least a month in advance of their arrival there should be a clear plan for the students, we should establish contacts for the project they will work on and have some data ready for them rather than having them start with nothing. Mr. Watts also suggested that at least a couple of days should be spent showing them the region.
- Mr. Nic Warren advised that he is still working through the piece of work on the social benefit/social responsibility policy or framework.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Nic Warren

That WEROC will engage with the McCusker Centre for future internship rounds.

CARRIED

7.5 Housing

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 15 July 2024

Attachments: Nil

Consultation: NA

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

A proposal from the Wheatbelt Development Commission (WDC) to undertake a workforce housing investigation was received on the morning of the WEROC Board Meeting held on 9 May 2024. Given the lateness of receiving this proposal, discussion was deferred to the CEO Committee.

At the WEROC Inc. CEO Committee Meeting held on 11 June 2024 the housing proposal was discussed and it was suggested that rather than asking Shires to pay for a workforce housing investigation, the Commission should be lobbying State Government to fund it. It was resolved that the Executive Officer should write to the Commission to request that they take a proposal to State Government to fund the housing investigation work and to support Local Governments to develop appropriate housing.

Executive officer comment:

On 21 June, Mr. Alex Mackenzie contacted the Executive Officer requesting an update on WEROC's deliberations on the housing investigation proposal and suggesting that consideration be given to applying to the State Infrastructure Development Fund (IDF), even if only to demonstrate the housing need/demand to Government. Mr. Mackenzie advised that he had been liaising with Whitney Consulting on applications for the 4WDL Shires and AROC Shires. The Executive Officer responded by providing an overview of the discussion held at the CEO Committee meeting and asking for information on what the IDF application involved. At the time of preparing this Agenda no response has been received.

Recommendation:

That an in-person meeting with the Wheatbelt Development Commission be arranged to discuss the process they propose and what it is achieving in other sub-regions, and to allow WEROC Shires to express their thoughts and concerns.

Comments from the meeting:

- Ms. Renee Manning recommended meeting with Mr. Alex Mackenzie in-person so that he can explain the process he is facilitating for other ROC's.
- Mr. Raymond Griffiths commented that we do not want to get in the way of what WDC are doing but believe that the State should be funding the Commission to do the work to get housing on the ground rather than wasting money on more analysis.
- Ms. Joanne Soderlund noted that there is no funding at present to build houses regardless of what planning is done. There is, however, a need to understand what land is available and what needs to be done to get it ready for development if funding opportunities arise.
- It was suggested that rather than a group meeting, Mr. Alex Mackenzie be asked to visit each Shire to discuss individual requirements and then present back to WEROC on common requirements and challenges.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Ram Rajagopalan

That Mr. Alex Mackenzie be requested to conduct a road tour of the WEROC region, to discuss individual housing requirements with each Shire and then present back to the Board with his findings and recommendations.

CARRIED

7.6 Discussion & Decisions Arising from the Presentation by Mr. Oscar Slattery

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Mr. Oscar Slattery it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Mr. Oscar Slattery be considered, and the matter discussed.

Comments from the meeting:

- Mr. Bill Price suggested, that in light of the ERP software demonstrations taking place on 6 August, any decisions on engaging with this product be deferred.
- Mr. Craig Watts commented that it would be good to query with the providers what the setup requirements and cost are and to ask for examples of similarly sized Local Governments that are currently using their system.

- Mr. Wayne Della Bosca suggested that it would also be worthwhile asking what protection mechanisms they have in place. Technology is vulnerable and we need to understand what fail safes they have to prevent theft of data or loss of data.

There was no resolution on this item. The information is noted.

7.7 Discussion & Decisions Arising from the Presentation by Ms. Wendy Newman

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Ms. Wendy Newman it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Ms. Wendy Newman be considered, and the matter discussed.

Comments from the meeting:

- Mr. Raymond Griffiths commented that what he had hoped to get out of this presentation was a clear understanding of what is required to get a childcare service in a town that doesn't already have one. It was suggested that for future presentations, more specific questions be prepared in advance and provided to the guest speakers so that we get more value out of presentations.

There was no resolution on this item. The information is noted.

7.8 Discussion & Decisions Arising from the Presentation by Ms. Renata Paliskis

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Ms. Renata Paliskis it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Ms. Renata Paliskis be considered, and the matter discussed.

RESOLUTION:

Moved: Mr. Wanye Della Bosca

Seconded: Mr. Mark Crees

That:

- 1) The recommendation made by the WEROC Inc. CEO Committee to formally withdraw from the Corella Management Project is endorsed; and
- 2) A letter be sent to Wheatbelt NRM advising of WEROC's decision to withdraw and detailing the reasons for this decision.

CARRIED

8. PROJECT UPDATES

8.1 Collaborative Marketing Initiatives

Attachment 14: Wheatbelt Co-Op Autumn Campaign Report.

WEROC Inc. as a partner organisation to the Wheatbelt Co-operative Marketing Group, committed \$3,000 + GST in the 2023-24 financial year to cooperative marketing initiatives in conjunction with Roe Tourism, NEW Travel, Pioneers Pathway and Australia's Golden Outback. An Autumn/Winter Campaign was conducted between mid-February and May 2024. Details of the activity undertaken, and the audience engagement is provided as an attachment.

8.2 Town Team Movement

The following update has been provided by Ms. Vanessa King:

- **Streets Alive Funding**
 - Bruce Rock Shire & Merredin CRC successful for Stream 1 of Streets Alive Funding
 - Stream 2 offers grants of up to \$100,000 to eligible community groups and local governments in all towns and neighbourhoods in WA (released in August 2024)
 - More info <https://streetsalive.org.au/>
- **Town Team Movement Conference in Northam**
 - Town Team Movement Placemaking Conference is coming to the Wheatbelt this September Fri, 13th September in Northam
 - The 2024 People, Places and Planet Conference theme is Take a Chance and the event will focus on creating successful places with the community
 - WEROC board and staff members are encouraged to attend, each Shire will receive one complimentary ticket
 - More info <https://www.townteammovement.com/town-team-conference-2024/>
- **Town Team Info Sessions**
 - Info sessions delivered in Bruce Rock and Yilgarn, responses have been positive
 - Info session in Merredin scheduled for Mid-August
 - Kellerberrin Town Team confirming date for AGM
 - Tammin TBC
 - Westonia NA
- **FRRR Funding**
 - Bruce Rock Supermarket Community Mural supported with \$3000 via FRRR funding

8.3 Wheatbelt Medical Student Immersion Program 2024

Attachment 15: WMSIP Debrief Notes 2024

The Wheatbelt Medical Student Immersion Program for 2024 took place during the week of 12 to 15 March 2024. Dr. Paul Noakes (University of Notre Dame) has provided final debrief notes from this year's visit, which are provided as an attachment.

9. EMERGING ISSUES

Nil

10. OTHER MATTERS (FOR NOTING)

10.1 SEGRA 2024

Attachment 16: SEGRA Program at a glance

The 2024 National Regional and Economic Development Summit is taking place in Busselton from Wednesday 30 October to Friday 1 November. A copy of the program is provided as an attachment. A pre-summit energy

session is also being offered on Tuesday 29 October from 1.00 – 5.00pm. Members may like to consider attending.

11. FUTURE MEETINGS

The schedule of meeting dates and locations for 2024 is as follows:

Date	Time	Host Council
Thursday 22 February 2024 – CEO's only	1.30pm	Merredin
Wednesday 6 March 2024	1.30pm	Westonia
Wednesday 8 May 2024	9.30am	Kellerberrin
Wednesday 31 July 2024	9.30am	Yilgarn
Wednesday 11 September 2024	9.30am	Bruce Rock
Wednesday 28 November 2024	9.30am	Tammin

The next meeting will be held in Bruce Rock on 11 September 2024.

12. RESIGNATION OF CHAIR

Ms. Renee Manning has, by notice in writing, resigned as Chair of WEROC Inc.

As per Rule 11.3 of the WEROC Inc. Constitution, in the event of the resignation of the Chair, the Deputy Chair shall become the interim Chair until the next Annual General Meeting. If the Deputy Chair is not prepared to act, then any Member of the Board may be elected as interim Chair.

Rule 6.4 of the WEROC Inc. Constitution states that “representatives of Local Governments must be sitting Councillors or the Chief Executive Officer and must be approved by the WEROC Inc. Board”. Rule 6.5 of the Constitution states that if a nominated representative is withdrawn “written notice of the revocation of power as Representative must be given by the Local Government Member to the Executive Officer of WEROC along with the name of the succeeding representative”.

The Shire of Merredin notified the Executive Officer prior to the meeting of their intention to:

- 1) Revoke their nominated representatives being Ms. Renee Manning and Ms. Lisa Clack, and
- 2) Name Mr. Craig Watts and an Elected Member to be decided at the Shire of Merredin Ordinary Council Meeting on 30 July, as the succeeding representatives for the Shire of Merredin for a term commencing 31 July 2024 and concluding 30 October 2025.

Comments from the meeting:

- Ms. Renee Manning advised that the Shire of Merredin have nominated Cr. Lisa O’Neil and Shire CEO Mr. Craig Watts as their succeeding representatives.

Recommendation:

That:

- 1) The representatives as nominated by the Shire of Merredin be accepted,
- 2) Ms. Charmaine Thomson as Deputy Chair of WEROC Inc. be invited to act in the position of interim Chair of WEROC Inc. until the next AGM,
- 3) If Ms. Thomson declines to act as interim Chair, nominations for interim Chair be called for from the floor.

RESOLUTION:

Moved: Mr. Craig Watts

Seconded: Ms. Charmaine Thomson

That:

- 1) The representatives as nominated by the Shire of Merredin, being Cr. Lisa O’Neil and Mr. Craig Watts be accepted,
- 2) It be noted that Ms. Charmaine has declined to act as interim Chair,
- 3) The Board nominate Cr. Lisa O’Neil as interim Chair until next AGM.

CARRIED

13. CLOSURE

Ms. Renee Manning noted that this was the last meeting for Ms. Joanne Soderlund. Ms. Manning thanked Ms. Soderlund for her contribution to WEROC and wished her well in her new job.

There being no further business the Chair closed the meeting at 4.45pm.