



WEROC Inc. Board Meeting AGENDA

Thursday 28 November 2024

Tammin Lesser Hall

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WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

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

MINTUES

Minutes of the Board Meeting held in Tammin on Thursday 28 November 2024.

1. OPENING AND ANNOUNCEMENTS

Ms. Lisa O'Neill as the newly appointed Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 9.45am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Mr. Mark Crees

Mr. Wayne Della Bosca

Mr. Mark Furr

Mr. Raymond Griffiths

Mr. Andrew Malone

Ms. Lisa O'Neill

Mr. Bill Price

Mr. Ramesh Rajagopalan

Ms. Emily Ryan

Ms. Charmaine Thomson

Mr. Nic Warren

Mr. Craig Watts

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Nil

2.3 Guests

Ms. Toni De Vreede, McCusker Centre Intern

Ms. Nandita Choudhary, McCusker Centre Intern

3. DECLARATIONS OF INTEREST

As per Clause 42 of the Associations Incorporation Act 2015, "a member of the management committee of an incorporated association who has a material personal interest in a matter being considered at a management committee meeting must, as soon as the member becomes aware of the interest, disclose the nature and extent of the interest to the management committee".

Name	Agenda Item / Initiative	Disclosure
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Rebekah Burges	10.3 Shire of Cunderdin	WEROC Inc. Executive Officer, Ms. Rebekah Burges, resides and is a rate payer in the Shire of Cunderdin and therefore has a conflict of interest in relation to any financial implications for the Shire of Cunderdin if they were to become a member of WEROC Inc.
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4. PRESENTATIONS

4.1 Nandita Choudhary, WEROC Tourism Intern, 9.45am

Nandita Choudhary is the WEROC Tourism Intern for the summer internship period. Below is an overview of the task that Ms. Choudhary was set:

Role Description

As the WEROC Tourism Intern, your primary responsibility will be to assist with the development of an activation action plan for the Eastern Wheatbelt self-drive trail. A particular focus will be on identifying opportunities to activate shoulder season tourism and engage with new market segments.

Key Duties

- Investigate successful initiatives to activate tourism “shoulder seasons” in a similar context. Prepare at least one case study example.
- Conduct desktop research to identify specific market segments for the Eastern Wheatbelt self-drive trail, with a particular (but not sole) focus on caravan and camping groups/clubs. This will include:
 - Investigating how many caravan/camping groups exist, what their primary interests are, what experiences they are seeking, and the best way to engage them.
 - Identify any other niche interest groups that could be targeted and provide the same detail as above.
 - Identify the existing tourism products/services along the drive trail that would specifically appeal to these market segments.
 - Review the WEROC Tourism Product Audit and identify any additional actions that you would recommend to improve the tourism products and services along the drive trail to appeal to the identified market segments.
 - Review the Eastern Wheatbelt self-drive trail marketing plan and identify any additional actions that you would recommend with a specific view to attracting the attention of identified market segments,
- Prepare a report summarizing your findings and recommended actions.
- Present your findings and recommendations to the WEROC Board.

Comments from the meeting:

- In response to Ms. Choudhary’s presentation, Mr. Bill Price noted that Westonia had recently received visitor data from NEW Travel, which indicates that their visitor numbers are at the highest they have been in 16 years. This reinforces the value in targeted advertising to the caravan market.
- Ms. Choudhary emphasised the need for standardised data collection across all WEROC Shires.
- Mr. Mark Furr concurred with Ms. Choudhary’s observation that Kokerbin Rock is a huge asset for the Shire of Bruce Rock but there is work to be done to improve the visitor experience.

4.2 Toni De Vreede, WEROC Public Health Planning Intern, 10.10am

Toni De Vreede is the WEROC Public Health Planning Intern for the summer internship period. Below is an overview of the task that Ms. De Vreede was set:

Role Description:

As the WEROC Public Health Planning Intern, your primary responsibility will be to assist in finalizing a Public Health Plan covering the WEROC Local Governments. This will involve the collation and analysis of key demographic and health data for each Local Government area, analysis of input provided through a community health survey and summation of relevant literature, planning and legislation relating to public health.

Key Duties:

- Complete a health and wellbeing profile for WEROC as a whole and each Local Government individually, based on health and demographic data already compiled.
- Analyse and prepare a summary report on outputs from a community health survey.
- Undertake desktop research to identify literature, legislation and planning documents relevant to public health in the WEROC area.
- Prepare a summary report inclusive of the following:
 - Health and wellbeing profiles
 - Key findings from the community health survey
 - References to relevant literature and planning documents.
 - Detail of identified priority risk factors and populations within the WEROC area
 - Recommended strategies and actions to address the identified priority risk factors and populations
- Present your findings and recommendations to the WEROC Board.

Comments from the meeting:

- In response to Ms. De Vreede's recommendation around investing in accessibility infrastructure (e.g., ramps), it was noted that even if community facilities are made more accessible, there is still an issue around getting people with limited mobility, transport to venues to participate in activities.
- Ms. De Vreede commented on an initiative rolled out by the Queensland Government to make medical services more accessible to people living in rural and remote communities. Heart Trucks are custom designed clinics on wheels that have been co-funded by Government (State and Federal) and private enterprise. The concept could be applied in Western Australia if funding was available.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Wednesday 11 September 2024

Minutes of the WEROC Inc. Board Meeting held in Bruce Rock on Wednesday 11 September 2024 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held in Bruce Rock on Wednesday 11 September 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Mark Crees

Seconded: Mr. Ram Rajagopalan

That the Minutes of the WEROC Inc. Meeting held in Bruce Rock on Wednesday 11 September 2024 be confirmed as a true and correct record.

CARRIED

5.2 Minutes of the WEROC Inc. CEO Committee Meeting held on Monday 21 October 2024

Attachment 1: WEROC Inc. CEO Committee Meeting Minutes 21 October 2024

Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Monday 21 October 2024 are provided as Attachment 1.

Recommendation:

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Monday 21 October 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Craig Watts

Seconded: Mr. Nic Warren

That the Minutes of the WEROC Inc. Meeting held in Merredin on Monday 21 October 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 11 September 2024

Attachment 2: WEROC Inc. Feedback on Draft Regional Education Strategy

Agenda Item	Action(s)	Status
7.2 WEROC Term Deposit	Reinvest \$100,000 for a term of 11 months at 4.8%.	The Term Deposit was renewed. The maturity date is 8 August 2025.
7.3 Community Benefit Sharing Framework	1) Contact WALGA for an update on the work they are doing in the energy transition space. 2) Request copies of the local planning policies developed by the Shires of Bruce Rock and Yilgarn 3) Consolidation information and organise a WEROC CEO Committee Meeting to discuss.	A WEROC CEO Committee meeting was held on 21 October 2024 and the consolidated information was presented. Please refer to agenda item 7.3 for further information.
7.4 McCusker Centre Internships	Submit role descriptions for a tourism project and continuation of the public health planning project for the summer internship round.	Interns have been matched to both roles. They will commence on 11 November and complete their first week from Perth. Both students will complete a two week stay in Merredin from 18 to 29 November 2024.
8.2 Town Team Movement	Advise Town Teams that WEROC will not be renewing the contract for a Town Team Builder, which concludes in January 2025.	The Town Team Movement have been advised that the contract will not be renewed.
8.3 Housing	1) Request a quote to update the growing regions business case to include the three WEROC Shires not	Please refer to agenda item 7.2.

	<p>previously involved, and to assist in preparing a submission for the Department of Communities funding.</p> <p>2) The three Councils will take this to their October Ordinary Council Meetings for a decision and report back at the November meeting.</p> <p>3) Contact the non-WEROC Shires involved in the growing regions business case if they would like to be involved in a submission for the State funding.</p>	
10.2 Regional Education Strategy	Prepare a submission on behalf of WEROC on the draft regional education strategy	A submission was prepared and sent to the Education Department via email on 19 September 2024. A copy of the submission is provided as Attachment 2.

5.3.2 Actions Arising from the WEROC Inc. CEO Committee Meeting held on 21 October 2024

Agenda Item	Action(s)	Status
6.1 Community Benefit sharing framework	<p>1) Ascertain a timeframe for completion of work being done by WALGA</p> <p>2) Email CEOs with a request to provide detail of existing provisions in local planning schemes that relate to renewables.</p> <p>3) Request that the GECZ provide an update on the work WALGA are doing in this space at the November meeting.</p>	Please refer to agenda item 7.3.
6.3 Housing	Add recommendation to agenda for November Board meeting to progress with Wheatbelt Development Commission proposal and WEROC to cover half the cost.	Please refer to agenda item 7.2.
6.4 ERP Solution	Request from Datacom and Ready Tech, access to a test environment.	Datacom and Ready Tech were both contacted with a request to provide a test environment for WEROC Shires on 24 October 2024.
7.2 WMSIP	Advise Rural Health West that all WEROC Shires are happy to support the 2025 program.	Rural Health West have been advised that WEROC Shires are happy to support the 2025 Wheatbelt Medical Student Immersion Program. A letter of agreement is presented for endorsement.

Recommendation:

That the status reports be received.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Ms. Emily Ryan

That the status reports be received.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 31 October 2024

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 November 2024

Attachments: Nil

Voting Requirement: Simple Majority

At the WEROC Inc. Board Meeting held on 9 May 2024 the budget for the financial year commencing 1 July 2024 and ending 30 June 2025 was adopted. The approved Budget 2024-25 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	Interest paid on term deposit
Note 3	GST received
Note 4	GST refund for Q4 BAS 2023-24
Note 5	Executive Officer services
Note 6	Executive Officer travel to Board and other meetings
Note 7	Monthly subscription fee for Xero accounting software
Note 8	Payment to Audit Partners Australia for the 2023-24 financial year audit
Note 9	Payments to Vanessa King for Town Team Builder services, HR Cornerstone for IR/HR consultancy services, Carol Taylor for social media marketing campaign, and Lauren Clarke for the branding guide and logo refresh.
Note 10	Payments to PWD for website domain name renewal
Note 11	Catering expenses for WEROC CEO farewell in Kellerberrin on 9 May and ERP demonstrations in Kellerberrin on 6 August
Note 12	Personal accident, workers compensation, associations liability, public & products liability and cyber insurance renewals
Note 13	GST paid

WEROC Inc. Financial Report 1 July 2024 to 30 June 2025		Budget 2024/2025	Actual to 31/10/2024	Notes
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1
504.01	Consultancy & Project Reserve	\$0.00		
0575	Interest received	\$4,863.29	\$4,863.29	2
584	Other Income	\$0.00		
	GST Output Tax	\$7,200.00	\$7,200.00	3
	GST Refunds	\$6,184.00	\$2,153.00	4
Total Receipts		\$90,247.29	\$86,216.29	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$35,383.84	\$11,518.17	5
1661.02	Executive Officer Travel and Accommodation	\$1,400.00	\$1,241.00	6
1661.03	WEROC Executive Officer Recruitment	\$0.00	\$0.00	
1687	WEROC Financial Services Accounting	\$1,000.00	\$272.72	7
1687.03	WEROC Financial Services Audit	\$1,050.00	\$984.00	8
1585	WEROC Consultant Expenses	\$60,000.00	\$17,435.10	9
1850	WEROC Management of WEROC App & Website	\$420.00	\$109.50	10
1801	WEROC Meeting Expenses	\$500.00	\$829.09	11
1851	WEROC Insurance	\$6,300.00	\$5,611.64	12
1852	WEROC Legal Expenses	\$2,000.00		
1853	WEROC Incorporation Expenses	\$0.00		
1854	Transfer to Term Deposit	\$4,863.29	\$0.00	
1930	WEROC Sundry	\$300.00		
3384	GST Input Tax	\$10,835.39	\$3,106.01	13
	ATO Payments	\$3,464.57	\$4,960.00	
Total Payments		\$127,517.09	\$46,067.23	
Net Position		-\$37,269.79	\$40,149.06	
OPENING CASH 1 July		\$64,270.72	\$69,784.64	
CASH BALANCE		\$27,000.93	\$109,933.70	

Recommendation:

That the WEROC Inc. financial report for the period 1 July to 31 October 2024, be received.

RESOLUTION:

Moved: Mr. Wayne Della Bosca

Seconded: Mr. Mark Furr

That the WEROC Inc. financial report for the period 1 July to 31 October 2024, be received.

CARRIED

6.2 Income, Expenditure & Balance Sheet

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 November 2024

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 September 2024 to 31 October 2024 is provided below.

Date	Description	Credit	Debit	Running Balance
Opening Balance		129,400.01		
03 Sep 2024	Local Community Insurance Services	0.00	1,137.61	128,262.40
04 Sep 2024	Local Community Insurance Services	0.00	533.50	127,728.90
04 Sep 2024	150 Square Pty Ltd	0.00	3,414.00	124,314.90
05 Sep 2024	JV King Family Trust	0.00	1,784.53	122,530.37
09 Sep 2024	Westpac Interest received	4,863.29	0.00	127,393.66
24 Sep 2024	Local Community Insurance Services	0.00	159.56	127,234.10
24 Sep 2024	Audit Partners Australia	0.00	1,082.40	126,151.70
30 Sep 2024	Carol Taylor INV-11	0.00	1,500.00	124,651.70
02 Oct 2024	HR Cornerstone	0.00	5,060.00	119,591.70
03 Oct 2024	150 Square Pty Ltd	0.00	3,323.00	116,268.70
07 Oct 2024	TAX OFFICE Q1 BAS 2024-25	0.00	4,960.00	111,308.70
15 Oct 2024	JV King Family Trust INV-13	0.00	1,375.00	109,933.70
03 Sep 2024	Local Community Insurance Services	0.00	1,137.61	128,262.40
TOTAL		4,863.29	24,329.60	109,933.70
Closing Balance		109,933.70		

Balance Sheet

Wheatbelt East Regional Organisation of Councils Inc
As at 31 October 2024

31 Oct 2024

Assets	
Bank	
Term Deposit	100,000.00
Westpac Community Solution One	109,933.70
Total Bank	209,933.70
Total Assets	209,933.70
Liabilities	
Current Liabilities	
GST	1,868.91
Total Current Liabilities	1,868.91
Non-current Liabilities	
GST Clearing	(2,746.00)
Total Non-current Liabilities	(2,746.00)
Total Liabilities	(877.09)
Net Assets	210,810.79
Equity	
Current Year Earnings	38,862.07
Retained Earnings	171,948.72
Total Equity	210,810.79

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 September 2024 to 31 October 2024 be received.

That the Accounts Paid by WEROC Inc. for the period 1 September 2024 to 31 October 2024 totalling \$21,737.63 be approved.

That the Balance Sheet as of 31 October 2024 be noted.

RESOLUTION:

Moved: Ms. Emily Ryan

Seconded: Mr. Ram Rajagopalan

That the WEROC Inc. summary of income and expenditure for the period 1 September 2024 to 31 October 2024 be received.

That the Accounts Paid by WEROC Inc. for the period 1 September 2024 to 31 October 2024 totalling \$21,737.63 be approved.

That the Balance Sheet as of 31 October 2024 be noted.

CARRIED

7. MATTERS FOR DECISION

7.1 WEROC Inc. Bank Account Signatories

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Attachments: Nil

Consultation: NA

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), Ms. Lisa O'Neill (approver) and Mr. Craig Watts (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 continue to approve payments until the new Merredin CEO was appointed and acquainted with WEROC.

Given that Mr. Craig Watts has now been in the position of Shire of Merredin CEO since June 2024 and is familiar with the operations of WEROC it might be timely to discuss whether responsibility for co-approving payments shifts and the signatories to the accounts are updated.

Recommendation:

That Mr. Craig Watts take on responsibility for co-approving payments and that Mr. Raymond Griffiths be removed as a signatory to the WEROC accounts.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Wayne Della Bosca

That Mr. Craig Watts take on responsibility for co-approving payments and that Mr. Raymond Griffiths be removed as a signatory to the WEROC accounts.

CARRIED

7.2 Housing

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Attachments: **Attachment 3.** WEROC Housing Project Business Case update - Whitney Consulting Quote

Attachment 4. WEROC Housing Investigation Scope of Works

Consultation: WEROC CEOs

Financial Implications: Up to \$30,000 investment which would be taken from the consultancy budget

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held on 11 September 2024, the opportunity to make a submission for funding through the Department of Communities for a joint housing project was discussed and it was resolved that:

- 1) Whitney Consulting would be requested to quote on updating the business case and cost benefit analysis that was originally developed to support an application to the Growing Regions Fund for a joint housing project involving the Shires of Kellerberrin, Bruce Rock, Tammin, Cunderdin, Dowerin, Wyalkatchem and Trayning, to include the three WEROC Shires not originally involved.
- 2) Once a quote had been sourced the three WEROC Shires not originally included would take the quote to their Ordinary Council Meetings for a decision on whether they wanted to buy-in to the process and report back at the next WEROC Inc. Board meeting.
- 3) The non-WEROC Shires would be contacted to ascertain their interest in participating in a joint submission for the Department of Communities funding.

At this meeting it was also noted that Mr. Alex Mackenzie would be travelling out to the WEROC region in late September to discuss housing issues/solutions with each Shire and to propose that each Shire contribute up to \$10,000 for demand analysis and development capacity assessments.

Executive Officer Comment:

A quote from Whitney Consulting was forwarded to WEROC CEOs on 25 September and is provided as Attachment 3. In addition to the work to update the business case, an indicative cost for preparing the submission to the Department of Communities, has also been provided and it will be approximately \$7,000 ex. GST. The non-WEROC Shires have been contacted and all have indicated an interest in being involved in a joint submission.

Mr. Craig Watts advised via email on 22 October 2024 that in relation to their involvement in the joint housing submission, the Shire of Merredin Council had resolved as follows:

That Council:

- 1) SUPPORTS the WEROC Workforce Housing Investigation Project.
- 2) ALLOCATES funding toward the project, to be included as part of the November Budget Review as listed in this report; and
- 3) INFORMS WEROC that the Shire is not currently in a position to expend further funds towards lobbying for, or constructing housing for the private and public sectors, and is unlikely to be in a position to fund external housing builds for the next 4 financial years.

The Shire of Westonia and Shire of Yilgarn are requested to report back on their decision relating to their involvement in a joint submission.

The Wheatbelt Development Commission proposal to facilitate feasibility testing and development capacity assessments across the Shires involved in the joint submission, was discussed at the WEROC CEO Committee meeting on 21 October and it was determined that the CEOs would make a recommendation to the WEROC board that the proposal from the Wheatbelt Development Commission and the associated cost of approximately \$10,000 per Shire be approved, and that WEROC cover half of this cost.

Recommendation:

That:

- 1) The proposal from the Wheatbelt Development Commission to undertake feasibility testing and development capacity assessments, be approved, and that WEROC cover half of the associated cost, which is estimated to be \$10,000 per participating Shire.
- 2) The costs associated with Whitney Consulting updating the Business Case and cost benefit analysis and the preparation of the Department of Communities submission, will be borne by the relevant Shires.

Comments from the meeting:

- It was noted that Mr. Alex Mackenzie is leaving the Wheatbelt Development Commission, but it has been indicated that he will still assist with the housing work.
- The Executive Officer advised that there are sufficient funds in the consultancy budget to cover up to \$5,000 per Shire for the housing analysis but with projects already committed, this will exhaust the consultancy allocation for the 2024-25 financial year.
- The Shire of Westonia advised that they will be opting out of this project as with the mine closing, they have sufficient housing supply. They are happy for WEROC to provide the proposed financial support to the other Member Councils.
- Mr. Craig Watts advised that the Shire of Merredin are happy to go ahead with the fact finding work but do not have the capital to co-contribute to a housing project in the next four years.
- It was questioned whether the Department of Communities guidelines allow for projects to be staged. The Executive Officer advised that the guidelines are not clear on this matter and suggested that a meeting with the Department of Communities, which is a requirement of the application process, would help clarify what will and will not be considered.
- It was agreed that there is further conversation required before proceeding with the business case and cost benefit analysis update. The work proposed by the Wheatbelt Development Commission, however, can commence as this is not tied specifically to the proposed joint housing project submission.
- A meeting of the WEROC CEO's will be organised to discuss a proposed approach. Once there is more clarity on what the joint submission is going to look like, a meeting will be organised with the Department of Communities to clarify their funding parameters.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Craig Watts

That the Wheatbelt Development Commission proposal to undertake feasibility testing and development capacity assessments, be approved, and that WEROC cover half of the associated cost, up to a value of \$5,000 per participating Shire.

CARRIED

7.3 Community Benefit Sharing Framework

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Attachments: Nil

Consultation: WEROC CEO's

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 11 September 2024, information pertaining to regional community benefit sharing frameworks and funds, was presented and discussed. It was raised in this meeting, that WALGA have adopted three advocacy positions on the energy transition, one of which relates specifically to community benefit and local engagement for energy transition projects. It was also mentioned that the Shires of Yilgarn and Bruce Rock have drafted policies, which might be useful as a foundation for a regional framework/policy or as a pro forma for other Councils to adapt to suit their requirements. It was resolved that the Executive Officer would speak with WALGA about their work in this space, obtain the policies developed by the Shires of Bruce Rock and Yilgarn and consolidate this information and present it at a meeting of the WEROC CEOs for further discussion.

Executive Officer Comment:

The WEROC Inc. CEO Committee met on 21 October 2024 and discussed the collated information. Prior to this meeting WALGA had advised that they would be holding a forum in November to discuss the energy transition in more detail and that they were exploring what a community benefit framework might look like if they were to get someone in to assist in preparing it. Based on the discussion the CEOs directed the Executive Officer to:

- 1) Contact WALGA to clarify the timeframe they are working toward to complete their investigations,
- 2) Email the WEROC CEOs with a request to provide detail of any existing provisions within local planning schemes that relate to renewables,
- 3) Request that WALGA provide an update on their work in this space at the November Great Eastern Country Zone meeting.

WALGA advised that the renewable energy forum in November would help them to refine what Local Governments are looking for from a community benefit framework and if, after this meeting, it is decided that they will progress with developing a framework, they will be looking to have a consultant in place before the end of the year.

The request for an update at the November zone meeting was declined due to the agenda already being full.

The following information was provided regarding provisions within local planning schemes:

Kellerberrin, Tammin & Bruce Rock

No reference to renewables

Shire of Yilgarn

Zoning table in Section 17 does not list "Renewable Energy Facility".

We have a definition for "Renewable Energy Facility" as follows:

"Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary;"

Section 18 (4) of the scheme states:

The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table –

- a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
- b) determine that the use may be consistent with the objectives of a particular zone and advertise under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
- c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.

Shire of Merredin

Currently, the Scheme only has a specific provision in our Zoning (permissibility) Tables for “Wind Farm or wind energy facility”, which is an X use in all zones with the exception of ‘General Farming’ zone where it is an ‘A’ use.

The Shire of Merredin has to date received several applications for development approval for solar farms as well as battery storage facilities and these have all been assessed under the use not listed provisions of the Scheme and assessed following public advertising.

The Shire of Merredin is currently in the process of finalising an Omnibus amendment to the Scheme which proposes the incorporation of the following provisions with respect to a Renewable Energy Facility.

Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

USE CLASSES	ZONES									
	RESIDENTIAL	TOWN CENTRE	COMMERCIAL	HIGHWAY SERVICE	LIGHT INDUSTRY	GENERAL INDUSTRY	TOWNSITE	SPECIAL RESIDENTIAL	RURAL RESIDENTIAL	GENERAL FARMING
OTHER USES										
Renewable energy facility	X	X	X	X	A	A	X	X	X	A

Recommendation:

That the information presented be discussed and the board determine whether it is prudent to take further action now or wait to see what WALGA do in this space before deciding on next steps.

Comments from the meeting:

- Mr. Nic Warren advised that based on the information provided at the WALGA renewable energy forum held the day prior, it is unlikely that the State Government will be bringing in any community benefit policies or mandates in the near term. WALGA have indicated that they will be developing a guide, but it appears that it will be more focused on landowners than Local Governments.
- It was discussed whether there is value in WEROC progressing with a guideline or framework. It was agreed that even though it would not be legislated, a framework would be beneficial as it will outline

a common expectation of what any company establishing or expanding in the region, should give back to the community.

- It was noted that the Shire of Narrogin are further progressed in this space and should be contacted to see if WEROC Shires can get involved and support what they are doing. It was also suggested that NEWROC and RoeROC be approached to ascertain if they are doing any work in this area and if they would be interested in working as a collective.

There was no formal resolution on this matter. An item will be added to the agenda for the next WEROC CEO meeting to progress development of a guiding framework.

7.4 Wheatbelt Medical Student Immersion Program

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose.
Attachments: **Attachment 5:** WMSIP letter of agreement
Attachments 6 – 10: Draft itineraries for 2025
Consultation: Nil
Financial Implications: Nil
Voting Requirement: Simple Majority

Background:

WEROC Inc. has been working in partnership with the University of Notre Dame and Rural Health West to deliver the Wheatbelt Medical Student Immersion Program (WMSIP) since it was reintroduced in 2018. Each year WEROC supports the program through involvement on the planning committee and in-kind support from each of the WEROC Local Governments.

Executive Officer Comment:

Rural Health West have requested that WEROC sign a letter of agreement to work with Rural Health West and the University of Notre Dame Australia School of Medicine Fremantle Campus to deliver the 2025 WMSIP. This letter asks WEROC to commit to providing an in-kind contribution in the form of in-region transport, arranging accommodation, social activities for staff, students and others involved in the program, and venue hire where required.

Recommendation:

That the Board endorses the signing of the WMSIP Letter of Agreement by the WEROC Inc. Chair.

RESOLUTION: **Moved:** Mr. Raymond Griffiths **Seconded:** Ms. Emily Ryan

That the Board endorses the signing of the WMSIP Letter of Agreement by the WEROC Inc. Chair.

CARRIED

8. PROJECT UPDATES

8.1 HR/IR Project

HR Cornerstone have been working with WEROC Local Governments since September 2024, on a project to update employment contracts and Shire policies/procedures. Ms. Lucy Booth, People & Culture Consultant at HR Cornerstone, has provided the following update on the status of this project:

Contracts Update	Policies Update
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Shire of Kellerberrin	Met with the Shire on 13 November 2024 Supplied merge fields spreadsheet Requested to send the data by mid this week 20 November 2024	Policies review has been provided to the Shire, awaiting feedback and next steps to finalise
Shire of Yilgarn	Met with the Shire on 8 November 2024 Supplied merge fields spreadsheet on 8 November and updated spreadsheet on 18 November 2024 Awaiting data	initial policy review to be provided week ending 24 November
Shire of Bruce Rock	Met with the Shire on 12 November 2024 Supplied merge fields spreadsheet on 12 November The Shire has advised that data will be provided by mid next week 27 November 2024	initial policy review to be provided week ending 24 November
Shire of Merredin	The Shire requested to send through the questions for spreadsheet, sent it on 15 November 2024 Updated the spreadsheet on 18 November 2024 Do not want contracts for all staff, just templates, templates to be finalised based on council input, in progress	Policies review has been provided to the Shire, awaiting feedback and next steps to finalise
Shire of Tammin	The payroll office was on a course last week, therefore sent an email today 18 November to schedule meeting Meeting scheduled with the Shire on Friday 22 November at 1.30pm	Policies review has been provided to the Shire, awaiting feedback and next steps to finalise
Shire of Westonia	Did not want updated contracts for staff, so will provide updated templates only	Emailed to confirm if want any final review

Comments from the meeting:

- The Executive Officer noted that the project completion date has been pushed out by two weeks due to a delay in getting some of the required information to the consultants.

8.2 Marketing/Promotion

Attachment 11: WEROC Management Proposal

At the WEROC Inc. Board Meeting held on 31 July 2024, it was resolved that social media influencer Carol Taylor (Taylormadefortravel) would be engaged to cover the Eastern Wheatbelt Self-Drive Trail. Ms. Taylor completed her visit along the trail in mid-September. There were 45 stories shared as well as a number of reels/posts. Ms. Taylor has not provided a summary of engagements with the stories and reels, so the exact reach is not clear.

Ms. Taylor did provide some feedback based on her experience of driving the trail:

- The 3-4 days is a good time frame for the trail. With some good accommodation options in each shire for visitors wishing to increase or decrease their time frame.

- The Charles Gardner Reserve may benefit from a parking area and even a sign with wildflower descriptions as it's difficult to know where to park/turn around and where are some of the better spots in the Reserve.
- In Kellerberrin I would advise to add the fallen soldiers to the attractions on brochure and also have a copy of the historic walk available to visitors at the CRC if it is something that is mentioned in the WEROC brochure.
- At Kokerbin the signage is old and faded and I couldn't see how people could access the top of Kokerbin even though it says it in the brochure.
- In Westonia it's a little confusing following the woodlands trail especially around the cemetery area as the trail lead me to climb over a fence to get out of the cemetery. Also, there is no sign at the turn off for Balajdie Rock which could be confusing to visitors.
- In Yilgarn and Karalee Rock even though the brochure states there are toilets and a dump point, both have been permanently closed so to camp out there you need to be totally self-sufficient.

Following her visit, Ms. Taylor suggested that WEROC should consider establishing social media accounts for the Eastern Wheatbelt Self-Drive Trail similar to the Wheatbelt Way. A quote has been supplied for Ms. Taylor to establish and maintain an Instagram and Facebook page.

The Eastern Wheatbelt Visitors Guide is being updated again and WEROC were invited to submit an advertisement for the Eastern Wheatbelt Self-Drive Trail. The cost for a full page ad will be \$1,325. Images and text for the advertisement have been submitted along with a booking form.

Comments from the meeting:

- The proposal from Ms. Carol Taylor to establish and manage social media accounts for the Eastern Wheatbelt Self-Drive Trail was discussed and it was agreed that this is not needed because the Central Wheatbelt Visitor Centre perform this function to some extent already. It was questioned whether the Visitor Centre had capacity to increase the social media coverage of the drive trail.

8.3 Town Team Movement

The current contract with the WEROC Town Team Builder expires in January 2025. The WEROC Town Team Builder is currently away overseas for the whole of November and has asked for direction when she returns on whether the Board would like to end her contract early or have her see out the remainder of the contract term and spend the final couple of months following up with the groups she has supported to date.

RESOLUTION:

Moved: Mr. Craig Watts

Seconded: Ms. Ram Rajagopalan

That Ms. Vanessa King be advised that the contract to deliver Town Team Builder services to WEROC will end at the beginning of December 2024.

CARRIED

8.4 ERP Software Solution

Detailed software demonstrations have been delivered by both Datacom and Ready Tech to most Shires. WEROC CEOs have also been presented with a concept for a Consolidated Services Project.

Following the WEROC CEO Committee meeting on 21 October 2024, the Executive Officer contacted both Datacom and Ready Tech to request that they provide access to a test environment so that Shires could experience the systems first hand rather than just passively watching demonstrations. Datacom have suggested as an alternative to providing a test environment, that WEROC representatives travel to the Shire of Manjimup to see the system in practice. They are strongly encouraging this approach and are happy to facilitate the visit. Ready Tech have offered to facilitate interactive sessions. They are proposing that Councils be provided with the opportunity to participate in multiple sessions across a week, which will take them

through any of the modules they wish to see. They believe that this is more productive than trying to navigate the platform without guidance.

At the WEROC Inc. Board meeting held on 31 July 2024, Government Frameworks Chief Operating Officer, Cheriece Johnson and Sales Consultant, Oscar Slattery, provided an overview of their records management software (FARMER). In light of the ERP software demonstrations that were planned for early August, it was decided that no further action would be taken at that time other than to ask for an indicative cost for the set-up and ongoing subscription. Initially Government Frameworks would not provide a price but in October the Executive Officer was contacted by Mr. Slattery who provided a verbal offer over the phone. This information was shared with WEROC CEOs via email. The Executive Officer understands that Mr. Slattery has been individually contacting Shires as well.

Comments from the meeting:

- It was advised that some WEROC Local Governments have joined as associate members of the consolidated services project.
- There is no interest in further ERP demonstrations at this stage.
- The Councils who have signed on as associate members, will wait to see what the consolidated services model can offer them before making any decisions.
- The Executive Officer will advise Government Frameworks that there is no interest in their record keeping software at this stage and that the Shires will contact them if that changes at a later date.

9. EMERGING ISSUES

NIL

10. OTHER MATTERS (FOR NOTING OR DECISION)

10.1 Possible CCTV Funding

On 24 October 2024, the Hon. Mia Davies MLA, wrote to Local Government CEOs advising that the issue of CCTV had been raised during parliamentary debate on law and order matters. In the previous Government there was a fund available for Local Government to apply to for CCTV, but under the current Government there is no such funding stream. Local Governments were encouraged to write to Minister Papalia's office either individually or collectively, with proposals and suggestions for CCTV or other security focused technologies such as number plate recognition cameras.

If a collective proposal from the WEROC Shires is considered appropriate, each Shire will need to provide detail of their security requirements (i.e. what technology they require, where they need it and why) to the Executive Officer.

Comments from the meeting:

- It was agreed that a letter from WEROC be sent to Minister Papalia advocating for the funding that used to be available to Local Governments to implement security measures, be reinstated.
- Each Shire will request a letter from their local police to support the WEROC letter.
- The Executive Officer will draft the letter and send it out for comment before it is submitted.

10.2 Building/Planning Resource

Currently most WEROC Shires outsource some or all of their town planning, health and building functions. Discussion amongst the WEROC CEOs via email indicates that there may be an appetite to explore the option of a shared resource.

RoerOC have a shared EHO which is managed by the Shire of Corrigin and operates under a Memorandum of Understanding between the Councils. This model could be applied to WEROC if there is interest in pursuing this concept further.

Comments from the meeting:

- At this stage there is no appetite to progress with a shared resourcing arrangement.

- The Shire of Bruce Rock are meeting with the Shire of Kalamunda to discuss a service arrangement and are happy to share that information with other Shire’s if there is interest.

10.3 Shire of Cunderdin

Disclosure of Interest: WEROC Inc. Executive Officer, Ms. Rebekah Burges, resides and is a rate payer in the Shire of Cunderdin and therefore has a conflict of interest in relation to any financial implications for the Shire of Cunderdin if they were to become a member of WEROC Inc.

The Shire of Cunderdin are currently involved in a number of initiatives with WEROC Shires (e.g., ERP demonstrations, joint housing project, Central Wheatbelt Visitors Centre MoU, Wheatbelt Medical Student Immersion Program). Given that the Shire of Cunderdin are already working closely with WEROC it was recommended by Mr. Raymond Griffiths that they be approached about becoming a financial member of the group. The Executive Officer was invited to present to the Shire of Cunderdin Council at their Ordinary Council meeting on 23 October 2024. An item on joining WEROC is on the agenda for the Shire of Cunderdin Council Meeting being held on 27 November 2024.

If Cunderdin resolve to submit an application to join WEROC, the Board need to determine what the membership application fee will be. Rule 10.2 of the WEROC Inc. Constitution states:

“Where a new Member is admitted to WEROC, a financial contribution to be made by the new Member, in addition to the annual financial contribution, will be as determined by the Board”.

When the Shire of Tammin indicated their intent to join WEROC back in April 2020 the Board at that time resolved that to match the current equity of the WEROC Inc. Member Councils, for any new member to be admitted to WEROC Inc. the financial contribution would be \$30,000 ex. GST plus the annual contribution of \$12,000 ex. GST. Any new members would also be expected to support the current projects/initiatives of WEROC Inc.

If the Shire of Cunderdin indicate prior to the meeting that they intend to pursue a membership of WEROC, the Board may like to discuss whether there needs to be any change to the previously agreed “new membership fee” of \$30,000 and whether it would be an expectation that the Shire of Cunderdin pay the full amount of the annual financial contribution given that they would only be joining in the second half of the 2024-25 financial year.

RESOLUTION: **Moved:** Mr. Raymond Griffiths **Seconded:** Mr. Wayne Della Bosca

That the new membership fee will remain at \$30,000 + GST and the annual financial contribution will be charged on a pro-rata basis based on the joining date.

CARRIED

11. **FUTURE MEETINGS**

The proposed schedule of meeting dates and locations for 2025 is presented for consideration:

WEROC Inc. Board Meetings

Date	Host Council
Wednesday 5 March 2025	Merredin
Wednesday 7 May 2025	Westonia
Wednesday 31 July 2025	Kellerberrin
Wednesday 24 September 2025	Southern Cross

Thursday 27 November 2025	Bruce Rock
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In developing the proposed schedule of meetings, the Executive Officer has taken into consideration the following events, meetings, and holidays in 2025:

- School holidays
 - Term 1: 12-27 April
 - Term 2: 5 – 20 July
 - Term 3: 27 September – 12 October
 - Term 4: 18 December 2024 – 2 February 2026
- Public Holidays (1 & 26 January, 3 March, 18, 21 & 25 April, 2 June, 29 September)
- WMSIP (11 - 14 March)
- The Ordinary Council Meeting dates for WEROC Member Councils:
 - Shires of Bruce Rock, Yilgarn and Westonia, the third Thursday of each month
 - Shire of Tammin the fourth Wednesday of each month
 - Shires of Kellerberrin and Merredin, the third Tuesday of each month
- The Dowerin Field Days (27 & 28 August)

Comments from the meeting:

- The first meeting will be moved to Monday 17 March 2025.
- Meeting start times will be at the discretion of the host Council.
- The first meeting of 2025 will be held in Merredin. The meeting rotation from that point forward may change if a new member Council joins WEROC.

12. CLOSURE

There being no further business the Chair closed the meeting at 12.05pm.