



WEROC Inc. Annual General Meeting MINUTES

Wednesday 29 November 2023

Bruce Rock Shire Council Chambers
Johnson Street, Bruce Rock

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

CONTENTS

1. OPENING AND ANNOUNCEMENTS.....	3
1.1 Nominations to the WEROC Inc. Board.....	3
2. RECORD OF ATTENDANCE AND APOLOGIES.....	4
2.1 Attendance.....	4
2.2 Apologies.....	4
2.3 Guests.....	4
3. DECLARATIONS OF INTEREST.....	4
4. MINUTES OF MEETINGS.....	4
4.1 Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022.....	4
5. CHAIRS REPORT.....	5
6. TREASURERS REPORT.....	6
7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2023.....	6
8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2022-2023.....	7
9. APPOINTMENT OF AN AUDITOR FOR THE 2023-24 FINANCIAL YEAR.....	7
10. ELECTION OF OFFICE BEARERS.....	8
10.1 Election of Chair.....	9
10.2 Election of Deputy Chair.....	9
10.3 Election of Secretary/Treasurer.....	9
10.4 Election of Board Members.....	9
11. SPECIAL BUSINESS.....	10
12. GENERAL BUSINESS.....	10
13. CLOSURE.....	10

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

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

Minutes of the Annual General Meeting held on Wednesday 29 November 2023.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Emily Ryan as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 9.38am.

1.1 Nominations to the WEROC Inc. Board

Rule 6.1 of the WEROC Inc. Constitution states that membership of the WEROC Board shall consist of two representatives from each of the Member Councils and that “representatives are to be nominated every two years by each Local Government Member and notified to the Executive Officer in writing”.

The following nominations have been received:

Local Government	Nominated Representatives	Term Commencing	Term Expiring
Shire of Bruce Rock	Mr. Darren Mollenoyux (CEO)	31 October 2023	30 October 2025
	Cr. Ramesh Rajagopalan (President)	31 October 2023	30 October 2025
	Proxies		
	Cr. Tony Crooks (Deputy President) Ms. Nerea Ugarte (Manager of Governance and Community Services)		
Shire of Kellerberrin	Mr. Raymond Griffiths (CEO)	31 October 2023	30 October 2025
	Cr. Emily Ryan (Deputy President)	31 October 2023	30 October 2025
	Proxy Cr. Matt Steber (President)		
Shire of Merredin	Ms. Lisa Clack (CEO)	31 October 2023	30 October 2025
	Cr. Renee Manning (Deputy President)	31 October 2023	30 October 2025
Shire of Tammin	Ms. Joanne Soderlund (CEO)	31 October 2023	30 October 2025
	Cr. Charmaine Thomson (President)	31 October 2023	30 October 2025
Shire of Westonia	Mr. Bill Price (CEO)	31 October 2023	30 October 2025
	Cr. Mark Crees (President)	31 October 2023	30 October 2025
	Proxy Cr. Ross Della Bosca (Deputy President)		
Shire of Yilgarn	Cr. Wayne Della Bosca (Shire President)	31 October 2023	30 October 2025
	Mr. Nic Warren (CEO)	31 October 2023	30 October 2025

Recommendation: That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by the Member Local Governments.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Wayne Della Bosca

That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by the Member Local Governments.

CARRIED

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr. Emily Ryan
Cr. Mark Crees
Cr. Wayne Della Bosca
Mr. Raymond Griffiths
Cr. Renee Manning
Mr. Darren Mollenoyux
Mr. Bill Price
Cr. Ramesh Rajagopalan
Ms. Joanne Soderlund
Cr. Charmaine Thomson
Mr. Nic Warren
Ms. Codi Mullen, proxy and voting delegate for Ms. Lisa Clack

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Ms. Lisa Clack

2.3 Guests

Nil

3. DECLARATIONS OF INTEREST

NIL

4. MINUTES OF MEETINGS

4.1 Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022

Attachment 1: Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022

The Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 have been previously circulated and are provided again as an attachment to the meeting agenda.

Recommendation:

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Wayne Della Bosca **Seconded:** Mr. Darren Mollenoyux

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 be confirmed as a true and correct record.

CARRIED

5. CHAIRS REPORT

Author:	Ms. Emily Ryan, Chair
Disclosure of Interest:	No interest to disclose
Date:	13 November 2023
Attachments:	Nil
Voting Requirement:	Simple Majority

Executive Officer Comment:

The Chair's report for the 2022-23 financial year is presented.

I am delighted to present the Chairperson's Report for the Wheatbelt East Regional Organisation of Councils Inc. for 2023. It has been a year of strategic planning, collaborative initiatives, and meaningful progress toward our vision of a socially, economically and environmentally sustainable region.

Like previous years, we have continued to revise our Strategic Plan to ensure we are being responsive and adaptable to the current climate we find ourselves in. We have strengthened our commitment to creating a sustainable region, focusing on social, economic, and environmental aspects. New actions include the development of a housing solution for the Eastern Wheatbelt, exploration of inter-council training opportunities, and efforts toward establishing a regional waste coordinator.

Our continued emphasis on promoting the Wheatbelt region to visitors has seen significant strides. We supported the Wheatbelt local tourism group co-funding campaign, renewed the Memorandum of Understanding with the central Wheatbelt Visitors Centre, and are in the process of developing a WEROC drive trail planner. Additionally, we are an active member of the Wheatbelt Tourism Destination Working Group.

Following the completion of our Strategic Waste Management Plan in 2022, councils are diligently working through the agreed implementation plan. While the ultimate goal is to consolidate landfill sites into two regional landfills in the future, we recognise the substantial work required in the interim.

In March, WEROC Councils hosted Notre Dame students for the annual Wheatbelt Medical Student Immersion Program, fostering collaboration between local communities and future medical professionals.

In collaboration with NEWROC, RDA Wheatbelt, and the Wheatbelt Business Network, we commissioned a survey of businesses to understand workforce challenges. A key finding highlighted housing as a significant barrier. To address this, we produced a Worker and Housing discussion Paper in November 2022 and have initiated further investigations into potential housing solutions.

WEROC has formed a partnership with the Town Teams Movement. Starting January 2024, we will have a Town Team Builder on board to assist in growing this program in our Shires, enhancing community engagement and local development.

In collaboration with Wheatbelt NRM, AROC, and CBH, WEROC co-funded a Corella Management Program. The program, which began in July 2023 with the employment of a Corella Management Coordinator, is crucial for biodiversity and environmental sustainability in our region.

As we reflect on the achievements of 2022-2023, we look forward to continued collaboration and progress in the years to come. Thank you to the members of our group, representing Tammin, Kellerberrin, Bruce Rock, Merredin, Westonia and Yilgarn, for your dedication and support. Thank you also to our Executive Officer - Rebekah Burges, who pulls all of this together and actions our resolutions in such a timely and professional manner. I look forward to seeing WEROC's journey continue into 2024.

Recommendation:

That the Chair's Report for the 2022-23 financial year be received.

RESOLUTION:

Moved: Ms. Joanne Soderlund

Seconded: Mr. Bill Price

That the Chair's Report for the 2022-23 financial year be received.

CARRIED

6. TREASURERS REPORT

Author: Rebekah Burges, Executive Officer and Secretary/Treasurer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Treasurers report for the 2022-23 financial year is presented.

As per the audited financial report for WEROC Inc. for the period 1 July 2022 to 30 June 2023, I can report the following:

The **opening balance** of the WEROC account held with Westpac Bank on 1 July 2022 was \$164,322.88.

Total revenue for the year was \$72,000.

The only **source of income** for WEROC Inc. for the 2022-23 financial year was the annual financial contributions paid by Member Councils.

Total expenses for the year were \$57,358.93.

Major expense items included:

- Executive Officer - Professional Services \$29,575.89
- Consultants Fees \$16,056.10
- WEROC insurance \$5,983.52

The **closing cash balance** of the WEROC Inc. account on 30 June 2023 was \$181,083.80.

The current signatories to the WEROC Inc. accounts are Mr. Raymond Griffiths (Board Member), Ms. Emily Ryan (Chair) and Ms. Rebekah Burges (Executive Officer and Secretary/Treasurer).

Recommendation:

That the Treasurer's Report for the 2022-23 financial year be received.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Mr. Ramesh Rajagopalan

That the Treasurer's Report for the 2022-23 financial year be received.

CARRIED

7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2023

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023
Attachments: Attachment 2: 2023 Audited Financial Statements
Attachment 3: 2023 Management Letter
Voting Requirement: Simple Majority
Executive Officer Comment:

The audited financial report and management letter for the period 1 July 2022 to 30 June 2023 are presented.

Recommendation:

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

RESOLUTION: **Moved:** Mr. Bill Price **Seconded:** Mr. Wayne Della Bosca

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

CARRIED

8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2022-2023

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 13 November 2023
Attachments: Attachment 4: Draft WEROC Inc. Annual Report 2022-23
Voting Requirement: Simple Majority
Executive Officer Comment:

The Draft WEROC Inc. Annual Report for the 2022-23 financial year is provided as an attachment. The Annual Report highlights the key activities and achievements of WEROC Inc. over the 2022-23 financial year.

Recommendation:

That the Draft Annual Report of WEROC Inc. for the 2022-23 financial year be accepted.

RESOLUTION: **Moved:** Mr. Nic Warren **Seconded:** Mr. Ramesh Rajagopalan

That the Draft Annual Report of WEROC Inc. for the 2022-23 financial year be accepted.

CARRIED

9. APPOINTMENT OF AN AUDITOR FOR THE 2023-24 FINANCIAL YEAR

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2023
Attachments: Attachment 5: Reliance Auditing Services Schedule of Fees
Attachment 6: 2024 Audit Quote - AMD

Financial Implications: As per quotes supplied.

Consultation: Audit Partners Australia, Reliance Auditing Services and AMD Chartered Accountants

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 23. Appointment of Auditor, that:

“WEROC will at each Annual General Meeting, appoint an Auditor for a period of one year, who is not a Member of WEROC. The Auditor will be eligible for reappointment by WEROC and WEROC Board has the power to fill any temporary vacancy in the office of Auditor”.

Executive Officer Comment:

Audit Partners Australia (APA) completed the financial audits for WEROC Inc. for the 2019-2020, 2020-21, 2021-22 and 2022-23 financial years. The cost for the 2022-23 financial audit was \$950 +GST and disbursements.

At the 2022 WEROC Inc. Annual General Meeting it was requested that the Executive Officer seek multiple quotes for the 2023-24 financial audit given that the same auditors have been used for several consecutive years. Quotes were sought from APA, AMD Chartered Accountants and Reliance Auditing Services.

APA advised via email on 31 October 2023 that if they are reappointed as auditor for the 2023-24 financial year the cost will remain at \$950 +GST and disbursements. Quotes from Reliance Auditing Services and AMD are provided as attachments.

The Executive Officer believes that APA provide an efficient and thorough auditing service and based on the comparative quotes, also believes that they are the most economical option for WEROC Inc.

Recommendation:

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2023 to 30 June 2024.

RESOLUTION: **Moved:** Ms. Joanne Soderlund **Seconded:** Mr. Nic Warren

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2023 to 30 June 2024.

CARRIED

10. ELECTION OF OFFICE BEARERS

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 14.1 Elections at Annual General Meeting, that:

- a) Elections for Chair, Deputy Chair, Secretary/Treasurer and Board members will take place at the Annual General Meeting of WEROC where the Chair will declare all positions vacant.
- b) The Chair and Deputy Chair must be from a different Local Government.

- c) Subject to Rule 14.2, a Board Member's term will be from his or her election at an annual general meeting until the election at the next annual general meeting after his or her election, but he or she is eligible for re-election to membership of the Board.

10.1 Election of Chair

Ms. Emily Ryan vacated the Chair.

Mr. Raymond Griffiths invited nominations from the floor for the election of Chair to WEROC Inc. until the next Annual General Meeting.

Mr. Darren Mollenoyux nominated Ms. Renee Manning for the position of Chair to WEROC Inc. Ms. Emily Ryan seconded the nomination.

Ms. Renee Manning accepted the nomination. There being no further nominations Ms. Renee Manning was elected unopposed for the position of Chair of WEROC Inc.

10.2 Election of Deputy Chair

Mr. Raymond Griffiths invited nominations from the floor for the election of a Deputy Chair until the next Annual General Meeting.

Ms. Joanne Soderlund nominated Ms. Charmaine Thomson for the position of Deputy Chair to WEROC Inc. Ms. Emily Ryan seconded the nomination.

Ms. Charmaine Thomson accepted the nomination. There being no further nominations Ms. Charmaine Thomson was elected unopposed for the position of Deputy Chair of WEROC Inc.

10.3 Election of Secretary/Treasurer

The election of a Secretary/Treasurer is a formality as the WEROC Inc. Constitution states under Rule 16.2 that:

"The Executive Officer will act as Secretary/Treasurer of WEROC and non-voting member of the Board".

Recommendation:

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Mr. Mark Crees

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

CARRIED

10.4 Election of Board Members

Rule 14.1 of the WEROC Inc. Constitution stipulates that the election of Board Members will take place at each Annual General Meeting and that a Board Members term will be from his or her election at an annual general meeting until the election at the next annual general meeting.

The appointment of the Board is a formality and should mirror the nominated representatives (refer to Agenda item 1.1) from each of the six Member Local Governments, who are appointed for a term of two years in accordance with Rule 6 of the WEROC Inc. Constitution.

Recommendation:

That those Members as nominated by their respective Local Government be appointed to the WEROC Inc. Board until the next Annual General Meeting.

Comments from the meeting:

- The Shire of Tammin requested that Cr. Tanya Nicholls be added as a Proxy.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Nic Warren

That:

- 1) Cr. Tanya Nicholls be added as proxy for the Shire of Tammin
- 2) All other Members as nominated by their respective Local Government will be appointed to the WEROC Inc. Board until the next Annual General Meeting.

CARRIED

11. SPECIAL BUSINESS

Nil

12. GENERAL BUSINESS

Nil

13. CLOSURE

Mr. Raymond Griffiths concluded the meeting by congratulating Ms. Emily Ryan on her time as Chair of WEROC Inc. and expressed the Board's thanks for the time and effort dedicated to the group over the past two years.

There being no further business the meeting was closed at 9.48am.