



WEROC Inc. Annual General Meeting

MINUTES

Thursday 26 November 2020

Merredin Regional Community & Leisure Centre
Bates Street, Merredin

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

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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 Thursday 26 November 2020 commencing at 1.00pm.

Minutes

1. OPENING AND ANNOUNCEMENTS

Mr. Ram Rajagopalan as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 1.00pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

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”.

Mr. Neville Hale, CEO of the Shire of Tammin advised via email on 23 October 2020, that the Shire of Tammin Council had resolved at its meeting held on 22 October 2020, to appoint Cr. Michael Greenwood (President) and Mr. Neville Hale (CEO) as its delegates to WEROC Inc.

Recommendation: That the WEROC Inc. Board approve the appointment of Cr. Greenwood and Mr. Hale as the Shire of Tammin representatives to WEROC Inc.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Mr. Rod Forsyth

That the WEROC Inc. Board approve the appointment of Cr. Greenwood and Mr. Hale as the Shire of Tammin representatives to WEROC Inc.

CARRIED

2.1 Attendance

Mr. Ram Rajagopalan (Chair)

Mr. Rod Forsyth (Deputy Chair)

Mr. Peter Clarke

Mr. Bryan Close (proxy and voting delegate for Mr. Wayne Della Bosca)

Mr. Jamie Criddle

Mr. Mark Dacombe

Ms. Karin Day

Ms. Julie Flockart

Mr. Michael Greenwood

Mr. Raymond Griffiths

Mr. Darren Mollenoyux

Ms. Glenice Batchelor (proxy and voting delegate for Mr. Neville Hale)

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Mr. Wayne Della Bosca

Mr. Neville Hale

2.3 Guests

NIL

3. DECLARATIONS OF INTEREST

NIL

4. MINUTES OF MEETINGS

4.1 Minutes of the Wheatbelt Communities Inc. Annual General Meeting held 30 October 2019

Attachment 1: Minutes of the Wheatbelt Communities Inc. Annual General Meeting 30/10/2019

The Minutes of the Wheatbelt Communities Inc. Annual General Meeting held on Wednesday 30 October 2019 have been previously circulated and are provided as an attachment to the meeting agenda.

Recommendation:

That the Minutes of the Wheatbelt Communities Inc. Annual General Meeting held on Wednesday 30 October 2019 be confirmed as a true and correct record.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Rod Forsyth

That the Minutes of the Wheatbelt Communities Inc. Annual General Meeting held on Wednesday 30 October 2019 be confirmed as a true and correct record.

CARRIED

4.2 Decisions made via a “flying email” dated 21 October 2020

On Wednesday 21 October 2020, Board Members received an email from the Executive Officer requesting agreement via a “flying email” for WEROC Inc. to approve the draft financial report and representation letter provided by Audit Partners Australia for the period 1 July 2019 to 30 June 2020.

The recommendation contained within the email was as follows:

Recommendation: *That the WEROC Inc. Board approve the Draft Financial Report and Representation Letter and authorise the WEROC Inc. Chair and Executive Officer to sign the documents.*

Responses to the recommendation were requested to be with the Executive Officer by close of business on Friday 23 October 2020.

Support for the recommendation was provided via email from the following Board Members:

- Mr. Ram Rajagopalan
- Mr. Peter Clarke
- Ms. Karin Day
- Mr. Wayne Della Bosca
- Ms. Julie Flockart

- Mr. Darren Mollenoyux

As this constituted a majority of Members, the recommendation was accepted.

For recording purposes, the decision is presented for endorsement.

Recommendation:

That the decision made by the WEROC Inc. Board via a “flying email” sent on 21 October 2020, be endorsed.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Ms. Karin Day

That the decision made by the WEROC Inc. Board via a “flying email” sent on 21 October 2020, be endorsed.

CARRIED

5. CHAIRS REPORT

Author: Mr. Ram Rajagopalan, Chair

Disclosure of Interest: No interest to disclose

Date: 1 November 2020

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Chair’s report for the 2019-20 financial year is presented.

It is with great pleasure I present this inaugural report of WEROC Inc. for 2020.

This year has been one of unpredictability, adaptability and creativity and the formation of WEROC has very much demonstrated this.

All of our member Shires have come together with a common vision and purpose to support the growth and development of the Eastern Wheatbelt.

2020 may have been one of chaos, but it has also been one of opportunity and regeneration.

I would like to thank each and every member for looking past each of their respective Shire boundaries and instead looking at us as a cohesive team responsible for our near ten thousand residents.

Each individual member from Kellerberrin, Merredin, Westonia, Yilgarn and Bruce Rock have embraced this new entity and shared plan for the future to make some tangible gains. It has been heartening to see our five Shires working together not because we have been told to do so, but rather because we have chosen to.

It has also been a great example of CEOs and Elected Members working collaboratively and cohesively together that speaks volumes of what is good about the Eastern Wheatbelt.

We do not only want to survive, but we want to thrive in the years and generations to follow. WEROC can be seen as the gatekeepers to that future and it is incumbent on us as an organisation to provide the keys to all in our region to unlock that future.

I cannot understate my thanks to our new Executive Officer Rebekah whose expertise, efficiency and enthusiasm has helped sprout this seed called WEROC Inc. Your professionalism in developing our Strategic Plan hit a home run from the start and now it’s time for us to put action to the words.

I look forward to working with you all on our five priority projects:

1. Regional Waste Management
2. Tourism Product Development
3. Strengthening our economy through local business development
4. Digital connectivity
5. Ranger and regulatory Services Solutions

And I also look forward to soon welcoming back the Shire of Tammin into our team and the multifaceted value they will add.

We will continue to build our profile and relationships with all levels of government and stakeholders.

The future is in our hands.

Thankyou

Ram Rajagopalan

Chair Wheatbelt East Regional Organisation of Councils Inc.

Recommendation:

That the Chair's Report for the 2019-20 financial year be received.

RESOLUTION:

Moved: Ms. Julie Flockart

Seconded: Mr. Darren Mollenoyux

That the Chair's Report for the 2019-20 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 2020

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Treasurers report for the 2019-20 financial year is presented.

As per the audited financial report for WEROC Inc. for the period 1 July 2019 to 30 June 2020, I can report the following:

The **opening balance** of the WEROC account held with Westpac Bank on 1 July 2019 was \$160,927.

The **opening balance** of the Wheatbelt Communities Inc. account held with Westpac Bank on 1 July 2019 was \$27,386.55.

Upon the merging of WEROC and Wheatbelt Communities Inc., the WEROC account was closed and the remaining cash balance was transferred to the Westpac account held in the name of Wheatbelt Communities Inc. (subsequently renamed Wheatbelt East Regional Organisation of Councils Inc.). The **cash balance of the merged accounts** on 29 January 2020 was \$165,991.31.

Total revenue for the year was \$150,183.41.

The principal **source of revenue** for WEROC Inc. for the 2019-20 financial year was the transfer of \$139,680.47 from the former WEROC entity.

Attachments: Attachment 4: Draft WEROC Inc. Annual Report 2019-2020

Voting Requirement: Simple Majority

Executive Officer Comment:

The Draft WEROC Inc. Annual Report for the 2019-20 financial year is provided as an attachment.

The Annual Report highlights the key activities and achievements of WEROC Inc. over the 2019-20 financial year.

Recommendation:

That the Annual Report of WEROC Inc. for the 2019-20 financial year, as tabled at the Annual General Meeting be accepted.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Peter Clarke

That the Annual Report of WEROC Inc. for the 2019-20 financial year, as tabled at the Annual General Meeting be accepted.

CARRIED

9. APPOINTMENT OF AN AUDITOR FOR THE 2020-21 FINANCIAL YEAR

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2020

Attachments: Nil

Financial Implications: The cost of the audit will be accounted for within the WEROC Inc. Budget for 2021-22

Consultation: AMD Chartered Accountants and Audit Partners Australia

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:

The Executive Officer sourced quotes from Audit Partners Australia, who undertook the financial audit for the 2019-20 financial year and from AMD Chartered Accountants, who had previously undertaken audits for both Wheatbelt Communities Inc. and WEROC.

The quote for the 2020-21 financial audit for WEROC Inc. from Audit Partners Australia was \$850 +GST and any incidentals. From AMD Chartered Accountants the quote was \$2,200 +GST.

Recommendation:

That Audit Partners Australia be appointed to undertake the financial audit for WEROC Inc. for the period 1 July 2020 to 30 June 2021.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Rod Forsyth

That Audit Partners Australia be appointed to undertake the financial audit for WEROC Inc. for the period 1 July 2020 to 30 June 2021.

CARRIED

10. ELECTION OF OFFICE BEARERS

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2020

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

Mr. Ram Rajagopalan vacated the Chair.

The Executive Officer invited nominations from the floor for the election of Chair to WEROC Inc. until the next Annual General Meeting.

Ms. Karin Day nominated Mr. Ram Rajagopalan for the position of Chair to WEROC Inc. Ms. Glenice Batchelor seconded the nomination.

Mr. Ram Rajagopalan accepted the nomination

There being no further nominations Mr. Ram Rajagopalan was elected unopposed for the position of Chair of WEROC Inc.

Mr. Ram Rajagopalan took the Chair.

10.2 Election of Deputy Chair

The Chair invited nominations from the floor for the election of Deputy Chair to WEROC Inc. until the next Annual General Meeting.

Ms. Julie Flockart nominated Mr. Rod Forsyth for the position of Deputy Chair to WEROC Inc. Mr. Michael Greenwood seconded the nomination.

Mr. Rod Forsyth accepted the nomination

There being no further nominations Mr. Rod Forsyth 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. Peter Clarke

Seconded: Mr. Darren Mollenoyux

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 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.

Below is the list of current Members as nominated by their respective Local Governments:

Shire of Bruce Rock

Mr. Ram Rajagopalan (30 October 2019)

Mr. Darren Mollenoyux (30 October 2019)

Shire of Kellerberrin

Mr. Rod Forsyth (30 October 2019)

Mr. Raymond Griffiths (30 October 2019)

Shire of Merredin

Ms. Julie Flockart (30 October 2019)

Mr. Mark Dacombe (28 May 2020)

Shire of Tammin

Mr. Neville Hale (26 November 2020)

Mr. Michael Greenwood (26 November 2020)

Shire of Westonia

Ms. Karin Day (30 October 2019)

Mr. Jamie Criddle (30 October 2019)

Shire of Yilgarn

Mr. Wayne Della Bosca (30 October 2019)

Mr. Peter Clarke (30 October 2019)

Recommendation:

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

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Jamie Criddle

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

CARRIED

11. SPECIAL BUSINESS

NIL

12. GENERAL BUSINESS

NIL

13. CLOSURE

There being no further business the Chair declared the meeting closed at 1.10pm.

DECLARATION

These minutes were confirmed by the WEROC Inc. Board at the meeting held

Signed _____

Person presiding at the meeting at which these minutes were confirmed