



WEROC Inc. Board 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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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 Mr. Darren Brown, Executive Officer Bushfire Volunteers 1.20pm.....	4
4.2 The Hon. Melissa Price MP, Member for Durack, Minister for Defense Industry (joining via videoconference) 2.00pm – Late Apology.....	4
4.3 Ms. Jo Drayton, Wheatbelt Suicide Prevention Coordinator & Mr. Tendai Makanyanga, Wheatbelt Mental Health Services 2.00pm.....	5
5. MINUTES OF MEETINGS.....	6
5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 27 August 2020.....	6
5.2 Minutes of the WEROC Inc. Special General Meeting held on Thursday 1 October 2020.....	6
5.3 Business Arising – Status Report as of 16 November 2020.....	6
6. WEROC INC. FINANCE.....	10
6.1 WEROC Inc. Financial Report as of 31 October 2020.....	10
6.2 Income & Expenditure.....	11
7. MATTERS FOR DECISION.....	12
7.1 Co-Operative Advertising Campaign.....	12
7.2 Regional Waste Management.....	14
7.3 Local Business Development Program.....	16
7.4 Wheatbelt Medical Student Immersion Program.....	17
7.5 Westralia Granite Way Geopark.....	18
7.6 WEROC Inc. Strategic Projects Status Report & Next Steps.....	20
7.7 Discussion and Decisions Arising from the Presentation by Mr. Darren Brown.....	22
7.8 Discussion and Decisions Arising from the Presentation by the Hon. Melissa Price MP.....	23
7.9 Discussion and Decisions Arising from the Presentation by Ms. Jo Drayton & Mr. Tendai Makanyanga.....	23
8. EMERGING ISSUES.....	24
8.1 Changes to WHS Legislation.....	24
9. OTHER MATTERS (FOR NOTING).....	24
9.1 2019/20 Public Health Act 2016 Local Government Optional Reporting.....	24
9.2 Productivity Commission Inquiry Report – Mental Health.....	24
10. FUTURE MEETINGS.....	25
11. CLOSURE.....	25

WEROC Inc.

Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia & Yilgarn

Minutes of the WEROC Inc. Board Meeting held at the Merredin Regional Community and Leisure Centre on Thursday 26 November 2020.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Mr. Ram Rajagopalan as Chair of WEROC Inc., welcomed Members of the Board and opened the meeting at 1.10pm. The Chair extended a particular welcome to the two representatives from WEROC Inc.'s new Member, the Shire of Tammin.

2. RECORD OF ATTENDANCE AND APOLOGIES

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

Mr. Darren Brown, Executive Officer, Bushfire Volunteers (joined the meeting at 1.40pm and left the meeting at 2.15pm)

Ms. Jo Drayton, Wheatbelt Suicide Prevention Coordinator, Holyoake (joined the meeting at 2.00pm and left the meeting at 3.00pm)

Mr. Tendai, Makanyanga, Clinical Nurse Specialist, Wheatbelt Mental Health Service (joined the meeting at 2.00pm and left the meeting at 3.00pm)

3. DECLARATIONS OF INTEREST

NIL

4. PRESENTATIONS

4.1 Mr. Darren Brown, Executive Officer Bushfire Volunteers 1.20pm

At the WEROC Inc. Board Meeting held on 27 August 2020, under agenda item 7.5 – WEROC Inc. Strategic Projects Status Report, it was requested that the Executive Officer contact Mr. Darren Brown, Executive Officer of Bushfire Volunteers WA. This suggestion was made in relation to Priority 5 of the WEROC Inc. Strategic Plan – *Ranger and regulatory services solution*.

Bushfire Volunteers/WA Farmers recently completed a series of Forum's across Western Australia to discuss topics relevant to farmers, volunteer bushfire brigades and regional communities. Mr. Brown has been invited to provide a brief overview of the topics discussed in the regional forums and the current issues/concerns regarding funding and support for volunteer bushfire brigades.

Comments from the Meeting

- Mr. Brown highlighted the lack of transparency on behalf of the Department of Fire and Emergency Services (DFES) with regard to how the Emergency Services Levy (ESL) is expended;
- Mr. Brown advised that DFES received \$400million from the ESL and only \$30million of this goes back to Local Governments to fund Volunteer Bushfire Brigades and State Emergency Services;
- Mr. Brown also advised that while the ESL has continued to increase, the amount that is distributed back to Local Governments has not changed;
- It was suggested that the most impactful thing that Local Governments can do is to push for WALGA to lobby for an independent review of the ESL.

Mr. Brown left the meeting at 2.15pm and did not return.

4.2 The Hon. Melissa Price MP, Member for Durack, Minister for Defense Industry (joining via videoconference) 2.00pm – Late Apology

At the WEROC Inc. Board Meeting held on 27 August 2020, under agenda item 9.1 – Future Drought Fund, it was requested that the Executive Officer invite the Hon. Melissa Price MP, to the next WEROC Inc. meeting to discuss the Future Drought Fund and other Australian Government programs and initiatives.

Minister Price has been asked to present to the group on the Australian Government's Future Drought Fund and Round 5 of the Building Better Regions Fund. The following questions from Members have also been submitted to the Minister for a response:

- 1) What funding/support is available to improve digital connectivity (particularly internet connections) within the Wheatbelt?
- 2) With the knowledge that Round 5A and 6 of the Mobile Blackspot Program are still to be rolled out, what can Local Governments do to advocate for priority black spots in our region to be funded?
- 3) Will there be a further round of funding for secondary freight routes including upgrades for safety projects?
- 4) How will the inequities in the assessment process for allocating drought funding (evidenced through the Drought Communities Program) be addressed in future drought funding programs?
- 5) Given the September announcement that one of the eight Federally funded, drought innovation hubs will be based in the south west of West Australia, with the goal of the hub being to build drought resistance by harnessing research, development and innovation - and, given that the eastern Wheatbelt region is a major regional hub that reflects a key agricultural and climatic zone of Australia- What support can be / will be given to the hub being located in Merredin at the Merredin Dryland Research Station?

Executive Officer Comment:

On Tuesday 24 November 2020, Ms. Carolyn Correll Diary Manager for the Hon. Melissa Price MP, advised the Executive Officer via email that *“Minister Price has urgently been requested to represent the Deputy Prime Minister at an event in the Kimberley later this week. Unfortunately, this means she will no longer be able to attend the Council’s meeting (via video conference) as she had previously hoped. Please accept her apologies for this”*.

Minister Price provided a written statement on Thursday 26 November 2020, addressing the questions raised by WEROC Inc. Members, which will be circulated via email after the meeting.

4.3 Ms. Jo Drayton, Wheatbelt Suicide Prevention Coordinator & Mr. Tendai Makanyanga, Wheatbelt Mental Health Services 2.00pm

On 24 September 2020, Mr. Tendai Makanyanga, Clinical Nurse Specialist with the Wheatbelt Mental Health Service, contacted the Executive officer via email regarding mental health services and suicide prevention in the Wheatbelt.

The contact came after a meeting with the Shire of Yilgarn, where concerns of sudden deaths/suspected suicides had been discussed.

Mr. Makanyanga was seeking to gain perspectives from Shire representatives and specifically asked for thoughts/issues and concerns from the WEROC Member Councils. The Executive Officer extended an invitation to Ms. Makanyanga to address the WEROC Inc. Board collectively to discuss this important regional issue.

Mr. Makanyanga advised that Ms. Jo Drayton, Wheatbelt Suicide Prevention Coordinator for Holyoake would also be attending the meeting.

Comments from the Meeting

- Mr. Makanyanga and Ms. Drayton provided an overview of the state of sudden deaths and suicides in the Wheatbelt. While exact figures could not be supplied, it was advised that there has been an 85% increase in the number of suicides in the Wheatbelt between 2018 and now.
- Data indicates that there has been an increase in female suicides within the Wheatbelt and in particular, females using lethal means. There has also been an increase observed in suicides of people under the age of 21.
- Mr. Makanyanga and Ms. Drayton advised that they can assist local governments in the creation of a community wellbeing plan and that there are already six Shire’s that have completed this process in the Wheatbelt and a further three Plans are under development.

Mr. Makanyanga and Ms. Drayton left the meeting at 3.00pm and did not return.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 27 August 2020

Minutes of the WEROC Inc. Board Meeting held in Kellerberrin on Thursday 27 August 2020 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held Thursday 27 August 2020 be confirmed as a true and correct record.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Darren Mollenoyux

That the Minutes of the WEROC Inc. Meeting held Thursday 27 August 2020 be confirmed as a true and correct record.

CARRIED

5.2 Minutes of the WEROC Inc. Special General Meeting held on Thursday 1 October 2020

Minutes of the WEROC Inc. Special General Meeting held via videoconference on Thursday 1 October 2020 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Special General Meeting held Thursday 1 October 2020 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Peter Clarke

Seconded: Ms. Karin Day

That the Minutes of the WEROC Inc. Special General Meeting held Thursday 1 October 2020 be confirmed as a true and correct record.

CARRIED

5.3 Business Arising – Status Report as of 16 November 2020

5.3.1 Actions Arising from the WEROC Inc. Board Meeting held on 27 August 2020

Attachment 1: Letter from the Department of Fire and Emergency Services, regarding a regional CESM for WEROC Inc.

Attachment 2: WEROC Inc. letter of support for the CRISP Wireless application to the Regional Connectivity Program

Attachment 3: WEROC Inc. letter of support for the CRISP Wireless application to Round 3 of the Digital Farm Grants Program

Item	Action(s)	Status
7.1 – Insurance for WEROC Inc.	1) Accept the quotations from Local Community Insurance Services for the following forms of coverage: <ul style="list-style-type: none"> - Workers compensation - Cyber insurance - Public and Products Liability 	All insurance policies have been purchased and are effective as of 1 September 2020.

	<ul style="list-style-type: none"> - Associations and Officials Liability - Personal Accident – Volunteer Workers 	
7.5 – Strategic Projects	<ol style="list-style-type: none"> 1) Executive Officer to contact Darren Brown, Executive Officer of Bushfire Volunteers WA. 2) Executive Officer to contact Superintendent Mark Bowen to make further enquiries in relation to a regional CESM 	<p>The Executive Officer extended an invitation to Mr. Darren Brown, EO of Bushfire Volunteers WA to present to the WEROC Inc. Board. Mr. Brown accepted the invitation.</p> <p>The Executive Officer contacted Superintendent Mark Bowen to enquire about the possibility of a Regional Community Emergency Services Manager (CESM) for WEROC Local Governments. A response to this enquiry was received from the Commissioner of the Department of Fire and Emergency Services on 29 September 2020. WEROC are advised that the CESM program is currently oversubscribed but should an opportunity arise, WEROC Local Governments will be given due consideration. A copy of the letter is provided as an attachment.</p>
7.6 – Tourism Product Development & Co-Operative Marketing	<ol style="list-style-type: none"> 1) Contact Skyworks WA to enquire about their services and costing. 	<p>Skyworks WA were contacted via email on 2 September 2020, requesting information about their services and pricing.</p> <p>This will be discussed further under agenda item 7.1.</p>
7.7. – Local Business Development Program	<ol style="list-style-type: none"> 1) Board Members take the information as presented into further consideration and discuss the program proposal with local businesses to gauge the potential level of engagement. 2) The program proposal be reviewed at the next meeting of the WEROC Inc. Board. 	<p>To be discussed further under agenda item 7.3.</p>
7.8 – CRISP Wireless	<ol style="list-style-type: none"> 1) Provide a letter of support for the CRISP Wireless application to the Regional Connectivity Program. 	<p>A letter of support for the CRISP Wireless application to the Regional Connectivity Program was provided to Ms. Maree Gooch, Chair of CRISP Wireless on 10 November 2020. A copy of the letter is provided as an attachment.</p>

		Ms. Gooch contacted the Executive Officer on 15 November 2020, requesting an additional letter of support for the CRISP Wireless application to Round 3 of the Digital Farm Grants program. Ms. Gooch advised that the letter was required by 18 November 2020 because the applications closed on 20 November. Given that the proposed network extension would include WEROC Local Governments and that the Board had approved a letter of support for this extension, albeit under a different funding program, the Executive Officer provided the requested letter on Monday 16 November 2020. A copy of this letter is provided as an attachment.
9.1 - Future Drought Fund	1) Extend an invitation to the Hon. Melissa Price MP to attend the next meeting of WEROC Inc. to discuss to the Future Drought Fund and other Australian Government programs and initiatives.	The Hon. Melissa Price MP has accepted an invitation to present to the WEROC Inc. Board at its meeting on 26 November 2020. Minister Price will join the meeting via videoconference due to prior travel commitments.
9.2 – Geopark for the Wheatbelt	1) Mr. Raymond Griffiths attend the meeting with Mr. Briggs scheduled for 22 September 2020, and report back to the Board.	Mr. Alan Briggs contacted the Executive Officer via email on 25 September 2020 to enquire as to any discussion/decisions that had been made by WEROC Inc. in relation to the Geopark concept. The Executive Officer responded on the same day, advising that the concept had been discussed and the WEROC Inc. Board were awaiting feedback on the meeting scheduled for 22 September before discussing the matter further. Mr. Briggs provided details of the meeting, which will be discussed further under agenda item 7.5.

Comments from the Meeting:

- The Shire of Bruce Rock advised that they had received a letter from the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) indicating that they will be seeking compensation from CRISP Wireless for the extension of the network into Bruce Rock.
- The Shire of Tammin and the Shire of Yilgarn have provided a letter of support and an in-principal commitment to a financial contribution toward the further extension of the CRISP wireless network.

5.3.2 Actions Arising from the WEROC Inc. Special General Meeting held on 1 October 2020

Attachment 4: Letter from the Department of Mines, Industry Regulation and Safety – Consumer Protection Division, regarding changes to the WEROC Inc. Constitution

Item	Action(s)	Status
4.1 Application for Membership to WEROC Inc. by the Shire of Tammin	1) Advise the Shire of Tammin that their application for membership has been accepted	<p>The Executive Officer advised Mr. Neville Hale, CEO Shire of Tammin, via email on 1 October 2020 that the Shire of Tammin’s application to be admitted as a Member of WEROC Inc. had been accepted.</p> <p>As per Rule 6.6. of the WEROC Inc. Constitution, an applicant for membership becomes a Member when the Board accepts the application, and a one-off joining fee and annual financial contribution are paid.</p> <p>Both conditions of membership have been met, with the joining fee and annual financial contribution being received by WEROC Inc. on 2 November 2020.</p>
4.2 Changes to the WEROC Inc. Constitution	<p>1) Executive Officer lodge a “notice of special resolution to change the rules” with the Department of Mines, Industry Regulation and Safety; and</p> <p>2) Update the WEROC Inc. By-Laws as per the recommendation by the Department of Mines, Industry Regulation and Safety.</p>	<p>The Executive Officer lodged the notice of special resolution to change the rules with the Department of Mines, Industry Regulation and Safety – Consumer Protection Division, on 2 October 2020.</p> <p>On 7 October 2020, the Executive Officer received written confirmation that the changes had been approved. A copy of the letter is provided with the agenda.</p> <p>On 12 October 2020, the Executive Officer sent a copy of the updated WEROC Inc. Constitution and By-Laws to all Members via email.</p>

Recommendation:

That:

- 1) The status report for November 2020 be received; and
- 2) The Board ratify the provision of a letter of support for the CRISP Wireless application to Round 3 of the Digital Farm Grants Program.

RESOLUTION:

Moved: Mr. Jamie Criddle

Seconded: Ms. Glenice Batchelor

That:

- 1) The status report for November 2020 be received; and
- 2) The Board ratify the provision of a letter of support for the CRISP Wireless application to Round 3 of the Digital Farm Grants Program.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 31 October 2020

At the WEROC Inc. Board Meeting held on 28 May 2020 the budget for the financial year commencing 1 July 2020 and ending 30 June 2021 was adopted. The WEROC Inc. Budget 2020-21 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 the Shire's of Bruce Rock, Kellerberrin, Merredin, Westonia and Yilgarn.
Note 2	GST on the Annual Financial Contributions.
Note 3	GST Refund for Q4 BAS 2019-2020.
Note 4	Executive Officer services for the months of July, August, and September 2020.
Note 5	Includes payments to 150 Square for WEROC Inc. Strategic Planning, WALGA for Associate Membership and Australia's Golden Outback for the co-operative digital marketing campaign in June 2020 and a wildflower print advertising campaign in September.
Note 6	Payment for the redevelopment of the WEROC website will be made in three (3) instalments – 50% deposit, 40% on design completion and 10% prior to going live. The deposit and payment for design completion have now been made.

WEROC Inc.
ABN 28 416 957 824
1 July 2020 to 31 October 2020

	Budget 2020/2021	Actual to 31/10/2020	Notes	
Income				
0501	General Subscriptions	\$60,000.00	\$60,000.00	1
504.01	Consultancy & Project Reserve	\$0.00		
0575	Interest received	\$141.67	\$55.72	
584	Other Income	\$0.00		
	GST Output Tax	\$6,000.00	\$6,000.00	2
	GST Refunds	\$5,771.24	\$1,265.00	3
	Total Receipts	\$71,912.91	\$67,320.72	

Expenses

1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$30,450.00	\$8,831.82	4
1661.02	Executive Officer Travel and Accommodation	\$2,162.40	\$350.63	
1661.03	WEROC Executive Officer Recruitment	\$0.00		
1687	WEROC Financial Services Accounting	\$795.40	\$45.45	
1687.03	WEROC Financial Services Audit	\$1,300.00		
1585	WEROC Consultant Expenses	\$40,000.00	\$5,061.82	5
1850	WEROC Management of WEROC App & Website	\$6,860.00	\$5,850.00	6
1801	WEROC Meeting Expenses	\$500.00		
1851	WEROC Insurance	\$5,056.67	\$4,998.86	
1852	WEROC Legal Expenses	\$2,000.00		
1853	WEROC Incorporation Expenses	\$0.00		
1930	WEROC Sundry	\$300.00		
3384	GST Input Tax	\$8,693.78	\$2,313.86	
	ATO Payments	\$3,117.28		
	Total Payments	\$101,235.53	\$27,452.44	
	Net Position	-\$29,322.62	\$39,868.28	
	OPENING CASH 1 July	\$136,811.40	\$143,177.70	
	CASH BALANCE	\$107,488.78	\$183,045.98	

Recommendation:

That the WEROC Inc. financial report for the period 1 July to 31 October 2020, be received.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Rod Forsyth

That the WEROC Inc. financial report for the period 1 July to 31 October 2020, be received.

CARRIED

6.2 Income & Expenditure

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 August to 31 October 2020 is provided below.

Date	Description	Reference	Credit	Debit	Running Balance	Gross
WEROC Inc. Transactions for the period 1 August to 31 October 2020						
Opening Balance			164,489.32	0.00	164,489.32	0.00
07 Aug 2020	Payment: Shire of Merredin	INV-0001	13,200.00	0.00	177,689.32	13,200.00
19 Aug 2020	Payment: PWD Australia	INV-20142	0.00	3,575.00	174,114.32	(3,575.00)
31 Aug 2020	Westpac Interest received		14.72	0.00	174,129.04	14.72
02 Sep 2020	Payment: 150 Square Pty Ltd	INV-0005	0.00	2,422.00	171,707.04	(2,422.00)
04 Sep 2020	Payment: 150 Square Pty Ltd	INV-0004	0.00	2,692.20	169,014.84	(2,692.20)
24 Sep 2020	Payment: Local Community Insurance Services	051-Wheatbel	0.00	5,298.74	163,716.10	(5,298.74)
25 Sep 2020	Payment: Shire of Bruce Rock	INV-0003	13,200.00	0.00	176,916.10	13,200.00
30 Sep 2020	Payment: Australia's Golden Outback	INV-3652	0.00	750.00	176,166.10	(750.00)
30 Sep 2020	Westpac Interest received		14.02	0.00	176,180.12	14.02
02 Oct 2020	Payment: PWD Australia	INV-20143	0.00	2,860.00	173,320.12	(2,860.00)
05 Oct 2020	WALGA	2013	0.00	797.50	172,522.62	(797.50)
08 Oct 2020	Payment: Shire of Westonia	INV-0004	13,200.00	0.00	185,722.62	13,200.00
12 Oct 2020	Payment: 150 Square Pty Ltd	INV-0008	0.00	2,691.50	183,031.12	(2,691.50)
30 Oct 2020	Westpac Interest received		14.86	0.00	183,045.98	14.86
Total Westpac Community Solution One			39,643.60	21,086.94	183,045.98	18,556.66
Closing Balance			183,045.98	0.00	183,045.98	0.00

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 August to 31 October 2020 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August to 31 October 2020 totalling \$21,086.94 be approved.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Michael Greenwood

That the WEROC Inc. summary of income and expenditure for the period 1 August to 31 October 2020 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August to 31 October 2020 totalling \$21,086.94 be approved.

CARRIED

7. MATTERS FOR DECISION

7.1 Co-Operative Advertising Campaign

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: NIL

Consultation: Colette Gibbons, Skyworks WA Pty Ltd

Ellie Cuthbert Economic Development Manager, Shire of Morawa

Financial Implications: Funding for a cooperative advertising campaign would be covered under the Consultant Expenses line item in the budget.

Voting Requirement: Simple Majority

Background:

Following a presentation from Mr. Marcus Falconer, CEO Australia’s Golden Outback, at the WEROC Inc. Board Meeting held on Thursday 27 August 2020, tourism product development and co-operative marketing opportunities were discussed, and the Board resolved as follows:

RESOLUTION: *Moved: Mr. Rod Forsyth* *Seconded: Mr. Peter Clarke*

That:

- 1. The Executive Officer contact Skyworks WA to enquire about their services and costing.*
- 2. WEROC Inc. will await the outcome of its application to the Regional Economic Development grants scheme before progressing with a tourism strategy.*

CARRIED

Executive Officer Comment:

The Executive Officer contacted Kristen Twine, Project and Research Officer with the Wheatbelt Development Commission on 3 November 2020, requesting an update on when announcements will be made for Round 3 of the Regional Economic Development grants scheme. Ms. Twine advised that “there hasn’t been an announcement yet and we have not received a date for the Wheatbelt”.

The Executive Officer contacted Collette Gibbons from Skyworks WA Pty Ltd, requesting information about the services offered and associated costs. Ms. Gibbons advised that Skyworks produce videos and still images for promotional use. As an example of the product offering Ms. Gibbons referred to an advertisement that was produced for the Shire of Morawa in mid-2020. The advertisement can be viewed via this [link](#).

The cost to produce an advertisement similar to the Morawa one would be between \$6,000 - \$8,000 +GST depending on the number of locations and subjects/attractions that are included. For this they will produce two versions – one internet ready and the other approved and formatted for free to air TV. Skyworks can help develop a tagline/call to action for the advertisement at an additional cost. They will also take a collection of images, which they will provide watermarked and these can be purchased separately.

The above-mentioned costs do not include the network coverage and Skyworks do not organise this. To get an understanding of these additional costs, the Executive Officer contacted Ellie Cuthbert the Economic Development Manager at the Shire of Morawa. Ms. Cuthbert advised that the Shire of Morawa undertook a three-week campaign into the Perth market at a cost of \$5,500 and a five-week campaign into the regions which cost \$2,500.

As a comparison, the GWN7 Regional proposal that was put to the WEROC Inc. Board earlier in the year was \$5,000 +GST per Shire for five months airtime on regional television, plus \$950 +GST for the production of an advertisement. At the WEROC Inc. Board meeting held on 30 April 2020, it was resolved that each Council would consider the GWN7 proposal individually.

Recommendation:

That the WEROC Inc. Board consider whether they wish to proceed with a regional marketing initiative in 2021.

Comments from the Meeting:

- The WEROC Inc. Board would like to have Skyworks present at the next meeting, being held in February 2021.

- Any filming for an advertisement would be done in May to July 2021 to capture the region at its best.
- It was noted that Local Governments already have a collection of images that might be suitable to use.

RESOLUTION:

Moved: Ms. Julie Flockart

Seconded: Mr. Rod Forsyth

That the Executive Officer invite Skyworks WA to present at the February meeting of the WEROC Inc. Board.

CARRIED

7.2 Regional Waste Management

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: Attachment 5: WEROC Strategic Waste Management Plan Review 2013

Consultation: Nil

Financial Implications: The cost of a review of the WEROC SWMP and/or feasibility study are yet to be advised.

Voting Requirement: Simple Majority

Background:

Under Priority One of the WEROC Inc. Strategic Plan – Regional Waste Management – the following actions are identified:

- 1) Undertake a review of existing waste management service delivery across the WEROC region including:
 - Local Government waste management plans;
 - Waste management services and infrastructure;
 - Recycling activities and capabilities;
 - Contract arrangements; and
 - Cost of delivery.
- 2) Complete a cost-benefit analysis for ownership of a shared truck for municipal waste and recycling collections; and
- 3) Develop a WEROC Waste Management Plan.

Since completing the WEROC Inc. Strategic Plan, the Executive Officer has become aware that a WEROC Strategic Waste Management Plan (SWMP) was completed by Dallywater Consulting in 2008/2009 and reviewed/updated by Bowman & Associates in June of 2013. The cost of undertaking the review was approximately \$6,000.

At a WEROC Council Meeting held on 27 February 2013, it was resolved that following the completion of the review of the WEROC SWMP, a project brief would be developed to look at strategies for the implementation of the Plan, using regional funding programs.

Upon completion of the SWMP review, the WEROC Council at its meeting held on 26 June 2013, resolved as follows:

RESOLUTION:

Moved: Mr. Powell

Seconded: Mr. Griffiths

-
- 1) That the Review of the 2009-2013 WEROC Strategic Waste Management Plan prepared by Bowman and Associates Pty Ltd be received and referred to the WEROC Executive for Finalisation;

-
- 2) *That the application for funding under the Waste Authority Regional Investment Plan for Regional Waste Fund Establishment and Business Plan Development and the application for funding under the Waste Authority Regional Investment Plan for Regional Waste Management Database and Website be approved for submission to the Waste Authority by the due date.*

The applications mentioned in the resolution above were completed by former WEROC Executive Officer Ms. Helen Westcott and submitted on 28 June 2013.

At a WEROC Council Meeting held on 21 August 2013, it was resolved that WEROC would approach Bowman & Associates to undertake a preliminary study on the feasibility of establishing a landfill site in the Eastern Wheatbelt. It was noted at this meeting that the Shire of Bruce Rock had recently completed a full upgrade and expansion of its refuse/landfill site which would see Bruce Rock remain self-sufficient for approximately 30 years, and therefore they would not participate in a joint waste management venture. The Shire of Yilgarn also noted that they were self-sufficient.

On 23 October 2013, Executive Officer Helen Westcott advised the WEROC Council that the applications for funding had been unsuccessful. It was resolved that the applications would be resubmitted in the next round. The applications for funding were revised and resubmitted in Round 2 on 27 June 2014. These applications were also unsuccessful.

Executive Officer Comment:

Having learnt of the existence of the WEROC SWMP, the Executive officer contacted Ms. Helen Westcott to get some additional background as to why the Plan and its recommendations failed to get traction. Ms. Westcott advised that the failure to get funding to undertake a feasibility study for a joint waste management venture was a primary contributor. In addition, the following factors contributed to the waste management issue being “left”:

- The Shire of Bruce Rock was not interested in a joint waste management venture with the other WEROC Councils as it was developing a new tip site and was happy to work on its own;
- The Shire of Merredin while happy to progress with a collaborative effort, expressed concern that any collaborative arrangements might see it subsidising the smaller Councils within WEROC;
- The question over where a joint tip site would be located; and
- Lack of a common expiry date for each Council with Avon Waste made getting a joint system operational a little tricky.

The Executive Officer has contacted Giles Perryman, Director ASK Waste Management and Mr. Bruce Bowman, Director Bowman & Associates requesting a quote to undertake a review/update of the WEROC SWMP. At the time of preparing the agenda the quotes had not been received.

Recommendation:

With the Knowledge that WEROC has an existing Waste Management Plan and that a feasibility study into a regional waste facility for the Eastern Wheatbelt, has previously been identified as a priority action, the Board might like to consider one (or both) of the following options in lieu of the actions outlined in the WEROC Inc. Strategic Plan:

- 1) Review and update the WEROC SWMP, with the Shire of Tammin to be included.
- 2) Undertake a feasibility study into the establishment of a regional landfill site for the Eastern Wheatbelt.

Comments from the Meeting:

- The Executive Officer advised that Mr. Peter Clarke had supplied information regarding a waste management infrastructure audit being undertaken by ASK Waste Management and a State Waste Infrastructure Plan being prepared for the Department of Water and Environmental Regulation.

- The Executive Officer contacted Mr. Giles Perryman, Director of ASK Waste Management for comment on how the audit they were undertaking would work in with their proposal to develop a WEROC Strategic Waste Management Plan. Mr. Perryman advised that the audit they were tasked with completing would capture high level information only, essentially allowing them to map what waste management facilities exist in the State and their current and future capacity.
- Mr. Perryman advised that the Australian Government are also undertaking a nation-wide infrastructure audit that would include waste management, and that Local Governments might be contacted by a group called Blue Environment.
- Ms. Glenice Batchelor advised that the Wheatbelt Development Commission were in the process of completing a report into a waste disposal facility in Tammin.
- Mr. Jamie Criddle advised that the Shire of Coolgardie were exploring waste solutions which might prove beneficial to WEROC Local Governments.
- Ms. Julie Flockart suggested that Mr. Rob Cossart, CEO of the Wheatbelt Development Commission be invited to present to the WEROC Inc. Board on the Tammin Waste Disposal Report.

RESOLUTION: **Moved:** Mr. Rod Forsyth **Seconded:** Ms. Julie Flockart

That the Executive Officer invite Mr. Rob Cossart, CEO of the Wheatbelt Development Commission to present on the Tammin Waste Disposal Report at the February meeting of WEROC Inc.

CARRIED

7.3 Local Business Development Program

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: *Attachment 6: WBN Business Development Program Proposal*

Voting Requirement: Simple Majority

Executive Officer Comment:

Following the presentation from Ms. Caroline Robinson, CEO Wheatbelt Business Network, at the WEROC Inc. Board Meeting held on 27 August 2020, the board resolved as follows:

RESOLUTION: **Moved:** Ms. Karin Day **Seconded:** Mr. Rod Forsyth

That:

1. *Board Members take the information as presented into further consideration and discuss the program proposal with local businesses to gauge the potential level of engagement.*
2. *The program proposal be reviewed at the next meeting of the WEROC Inc. Board.*

CARRIED

Recommendation:

That the business development program proposal be considered, and the matter discussed.

Comments from the Meeting:

- The Shire of Yilgarn advised that they had not received much interest in the proposal. There are a lot of programs being presented to businesses at the moment, so the timing is not right for another one.
- The Shire of Westonia advised that their local businesses were not willing to commit to anything like this due to limited time and staffing.

- The Shire of Kellerberrin advised that the program proposal had not been taken to local businesses due to the recent disbandment of the Chamber of Commerce and the disruption this had caused.
- The Shire of Merredin advised that at the Wheatbelt Business Network after hours event, where the program was discussed, there was not a great deal of interest. It was suggested that if WEROC Inc. move forward with the collaborative advertising initiative it might provide the momentum for businesses to engage in a program like this.
- It was suggested that businesses should be asked what they want, rather than assuming, and tailor the program to their needs.

There was no formal resolution on this matter, however the Board asked that the Executive Officer thank the Wheatbelt Business Network for taking the time to prepare the proposal and advise that the timing is not right to proceed with the business development program at this stage, but it will be reassessed in mid-2021.

7.4 Wheatbelt Medical Student Immersion Program

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: *Attachment 7: 2020 WMSIP Report*
Attachment 8: WMSIP Steering Group Minutes 18 September 2020
Attachment 9: WMSIP Planning Group Meeting Minutes 15 October 2020
Attachment 10: WMSIP Budget 2021-2023
Attachment 11: WMSIP Northam Day Trip
Attachment 12: WMSIP Letter of Agreement
Attachment 13: WMSIP Terms of Reference (Updated on 22 September 2020)
Attachment 14: WMSIP Planning Group Meeting Minutes 5 November 2020
Attachment 15: WMSIP Draft Transport Plan

Voting Requirement: Simple Majority

Background:

Historically first year medical students from the University of Notre Dame undertook immersion experiences in Wheatbelt communities as a means of gaining first-hand experience of rural or remote general practice. The immersion experience program ceased in 2015 due to the withdrawal of funding.

The WEROC Member Local Governments viewed the immersion experience program as a valuable means of introducing medical students to life in rural communities. Upon cessation of the program, WEROC requested support from Rural Heath West and the West Australian Primary Health Alliance (WAPHA) for the resumption of visits by first year medical students to communities across the Wheatbelt.

In 2017 Country WA Primary Health Network, Curtin University, Rural Health West, the University of Notre Dame and WEROC entered a three-year (2018 – 2020) agreement to implement the Wheatbelt Medical Student Immersion Program (WMSIP) across the Wheatbelt region.

WEROC sits on both the Steering Committee and Planning Group and the Member Local Governments provide in-kind support to the program through the provision of in-region transport, helping to source billet families for students, covering the costs of venue hire and organising social/cultural activities.

Date: 10 November 2020

Attachments: *Attachment 16: Geoparks WA Outcomes from Wheatbelt Geopark Meeting*
Attachment 17: Westralia Granite Way Geopark Presentation

Voting Requirement: Simple Majority

Background:

Over the past five years, Mr. Alan Briggs, President of Geoparks WA, has been working with the Shire's of Tammin, Kellerberrin, Bruce Rock and Quairading to research the possibility of establishing a Geopark in the Wheatbelt. The focus has been on revitalising the Granite Way scenic drive trail as a means to increase the number of tourists visiting the area.

At the WEROC Inc. Board Meeting held on 27 August 2020, the concept was discussed, and it was resolved that:

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

That Mr. Raymond Griffiths attend the meeting with Mr. Briggs scheduled for 22 September 2020, and report back to the Board.

CARRIED

Executive Officer Comment:

On Friday 25 September 2020, the Executive Officer received an email from Mr. Briggs requesting the outcomes of any discussion about the Geopark concept with WEROC. The Executive Officer replied on the same day to advise Mr. Briggs that the concept had been discussed at the 27 August meeting of the WEROC Inc. Board but no decisions had been made as the Board were awaiting further information/feedback from the meeting scheduled for 22 September 2020. The response from Mr. Briggs was as follows:

***From:** Alan Briggs <alanbriggsnhc@dodo.com.au>
Sent: Friday, 25 September 2020 5:32 PM
To: rebekah@150square.com.au
Subject: RE: Wheatbelt Geopark Proposal*

Hi Rebekah

We, Geoparks WA, arranged with Tammin a face to face meeting with Zoom in options.

Tammin, Quairading and Cunderdin attended in person while Kellerberrin, Merredin and Bruce Rock zoomed in.

It was a positive meeting. I have attached a copy of the summary I forwarded to CEOs.

I have also attached a copy of my ppt and my 2016 report.

WEROC was mentioned but as there were no CEOs present reference was only made to having future discussions.

As we progress the Westralia Granite Way Geopark, there will be an organisation established (incorporated to meet UNESCO requirements) and WEROC would be invited to participate though that body, as would ROE and any other associated groups that fall within the LGAs of Cunderdin, Tammin, Kellerberrin, Merredin, Bruce Rock and Quairading.

FYI, the Geopark concept for this naming originated in early discussions about how we, through an MOU between Tammin, Kellerberrin, Bruce Rock and Quairading, would promote the Granite Way.

Hopefully this information will assist.

	3) Develop a WEROC Waste Management Plan.		
Tourism Product Development	<ol style="list-style-type: none"> 1) Conduct an audit of physical and digital tourism assets across the WEROC region. 2) Undertake desktop research and consultation with regional tourism groups to better understand: <ul style="list-style-type: none"> - The existing tourism market; - Trends in tourism product development; and - Future target markets for visitors to the Eastern Wheatbelt. 3) Develop a list of priorities for investment inclusive of cost estimates and possible funding opportunities for new product development. 	<ul style="list-style-type: none"> • An application was submitted on 7 July 2020 to the Regional Economic Development grant scheme to undertake an “Activating Tourism in the Eastern Wheatbelt” project”. Outcomes of this funding round have not been announced. 	Actions as per agenda item 7.1
Local business development	<ol style="list-style-type: none"> 1) In partnership with the Wheatbelt Business Network, Chambers of Commerce and Community Resource Centres, develop a targeted business improvement program with a focus on: <ul style="list-style-type: none"> • Online reputational management (e.g. how to respond to negative reviews); and • Improved frontline customer experience (both physical and digital). 2) Develop a project plan/business case to support an application for funding to implement the program. 	<ul style="list-style-type: none"> • The CEO of the Wheatbelt Business Network presented a business development program proposal to the WEROC Inc. Board on 27 August 2020. 	Actions as per agenda item 7.3
Digital connectivity	<ol style="list-style-type: none"> 1) Establish partnerships to collaboratively address deficiencies in digital connectivity and capacity across the Eastern Wheatbelt. 2) Work with telecommunications providers (e.g. Telstra, Optus, NBN Co.) to target improvements in fixed and mobile connectivity. 	<ul style="list-style-type: none"> • WEROC Inc. have provided a letter of support for the CRISP wireless application to the Regional Connectivity Program and Digital Farms Program. • The Hon Melissa Price MP has been invited to present to the WEROC Inc. board on mobile 	Circulate the written statement provided by Minister Price to all Members.

	3) Lend support to existing initiatives that have the potential to improve digital connectivity across the WEROC region (e.g. Crisp wireless, WA SuperNet).	phone and internet connectivity in the region.	
Ranger and regulatory services solution	<ol style="list-style-type: none"> 1) Complete a review of existing ranger service delivery arrangements and costing across Member Councils 2) Investigate avenues to fund and engage a Regional Community Emergency Services Manager. 3) Implement a ranger and regulatory service solution for WEROC Member Councils. The solution will include a provision to train additional Shire staff to support the ranger. 	<ul style="list-style-type: none"> • An enquiry into the possibility of a regional CEM for WEROC Inc. Local Governments has been sent to the Department of Fire and Emergency Services and a response has been received advising that it is not possible at this time. • Mr. Darren Brown, Executive Officer of Bushfire Volunteers WA has been invited to present to the WEROC Inc. Board. 	Request, through the Great Eastern Country Zone, that WALGA lobby for an independent review of the Emergency Services Levy.

Recommendation:

That the Strategic Projects status report be received and discussed.

RESOLUTION:

Moved: Mr. Rod Forsyth

Seconded: Mr. Jamie Criddle

That the Strategic Projects status report be received.

CARRIED

7.7 Discussion and Decisions Arising from the Presentation by Mr. Darren Brown

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

Following the presentation from Mr. Darren Brown 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. Darren Brown be considered, and the matter discussed.

Comments from the Meeting:

- The Board requested that the Executive Officer write to Mr. Darren Brown to thank him for attending and ask for a copy of his PowerPoint presentation.
- It was felt that the information as presented by Mr. Brown was of concern and that the matter needed to be addressed at the Zone level.

RESOLUTION: **Moved:** Mr. Raymond Griffiths **Seconded:** Mr. Peter Clarke

That the Executive Officer write to Mr. Tony Brown, Executive Officer of the Great Eastern Country Zone (GECZ) asking that an independent review of the Emergency Services Levy be requested by WALGA on behalf of the GECZ.

CARRIED

7.8 Discussion and Decisions Arising from the Presentation by the Hon. Melissa Price MP

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

Following the presentation from the Hon. Melissa Price MP 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 the Hon. Melissa Price MP be considered, and the matter discussed.

Notes from the Meeting:

Minister Price was a late apology for the meeting and therefore there was no presentation to discuss. The Minister provided a written statement in response to questions submitted by Members in advance of the meeting. The written statement will be sent via email to all Board Members.

7.9 Discussion and Decisions Arising from the Presentation by Ms. Jo Drayton & Mr. Tendai Makanyanga

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 10 November 2020

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

Following the presentation from Ms. Jo Drayton and Mr. Tendai Makanyanga 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. Jo Drayton and Mr. Tendai Makanyanga be considered, and the matter discussed.

Comments from the Meeting:

- Discussion was had regarding the possibility of developing a high-level well-being plan across the six WEROC Local Governments.
- Mr. Peter Clarke suggested that Local Governments should undertake local level planning because some issues are unique to a particular community.
- Mr. Raymond Griffiths suggested that a bottom up approach should be adopted, whereby Local plans are developed first and then fed into a higher-level plan that addresses commonalities across the Local Governments.

RESOLUTION: **Moved:** Mr. Darren Mollenoyux **Seconded:** Mr. Raymond Griffiths

That the matter be referred back to individual Local Governments.

CARRIED

8. EMERGING ISSUES

8.1 Changes to WHS Legislation

Mr. Raymond Griffiths advised that a WHS and Local Government Webinar was hosted by WALGA on Thursday 19 November. Mr. Griffiths suggested that a discussion may be warranted to ensure that all Members are aware of the changes to WHS legislation and the implications for Local Governments.

RESOLUTION: **Moved:** Mr. Raymond Griffiths **Seconded:** Mr. Darren Mollenoyux

That the Executive Officer invite LGIS to present at the February meeting of WEROC Inc., on the WHS legislation, what it means for Local Government and what they need to do to ensure compliance.

CARRIED

9. OTHER MATTERS (FOR NOTING)

9.1 2019/20 Public Health Act 2016 Local Government Optional Reporting

The WA Department of Health's Public and Aboriginal Health Division has launched the 2019-20 Public Health Act 2016 Local Government Optional Reporting process. All Local Government's will have received a letter from the Executive Director Environmental Health, seeking support for the initiative. Local Governments are strongly encouraged to complete the online submission form by 11 December 2020.

The form is made up of questions relating to the various aspects of environmental health as well as health related policies and strategies. The questions are intended to build a comprehensive picture of how Local Governments are managing local public health risks as the transition to the new regulatory framework occurs.

The Department of Health will provide the results back to Local Governments to benchmark and compare their activity with their peers.

9.2 Productivity Commission Inquiry Report – Mental Health

Attachment 18: *Productivity Commission Report on Mental Health (Findings and Actions)*

Former Executive Officer to WEROC Inc., Ms. Helen Westcott advised via email that the final report into Mental Health was released by the Australian Government on Monday 16 November 2020.

The Inquiry, which commenced in November 2018 considered the role of mental health in supporting economic participation, enhancing productivity and economic growth. Ms. Westcott advised that WEROC had made a submission to the inquiry and believed the report would be of interest to the Board.

The full report can be accessed via the Productivity Commission website <https://www.pc.gov.au/inquiries/completed/mental-health/report>. The summary of findings and actions is provided as an attachment.

10. FUTURE MEETINGS

Rule 15. Of the WEROC inc. Constitution states that:

The Board will, unless otherwise determined by WEROC in general meeting, meet at least four times a year, on a day that the Board determine from time to time....

The Executive Officer has contacted WALGA requesting the proposed meeting schedule for the Great Eastern Country Zone in 2021 to ensure that there is no conflict of dates and so that we can align at least some of the meetings with the Zone to minimise travel for Members. The dates will be forwarded after they are approved at the Zone meeting being held on 26 November 2020.

It is recommended that the Executive Officer develop a schedule of meetings for 2021 after the Zone meeting dates are confirmed. As per the request made at the WEROC Board Meeting held on 26 August 2020, the meetings will be rotated amongst all Member Councils.

Comments from the Meeting:

- The WEROC meetings being held in February and April 2021 will be in Kellerberrin and Merredin, respectively, to align with the Great Eastern Country Zone.
- The August meeting of WEROC Inc. will be held in Southern Cross and will include a farewell function for Mr. Peter Clarke.
- Other meeting dates and locations will be determined by the Executive Officer and advised at the first meeting of WEROC Inc. for 2021.

The next meeting of WEROC Inc. will be held in Kellerberrin on Monday 22 February 2021.

11. CLOSURE

There being no further business the Chair wished all Members a happy and safe Christmas and closed the meeting at 4.02pm.

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