



# WEROC Inc. Board Meeting MINUTES

Monday 22 February 2021

Kellerberrin Recreation and Leisure Centre  
Connelly Street Kellerberrin.  
Commencing at 1.00pm

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](mailto:rebekah@150square.com.au)

M 0428 871 202

W [www.weroc.com.au](http://www.weroc.com.au)

## CONTENTS

<b>1.</b>	<b>OPENING AND ANNOUNCEMENTS.....</b>	<b>3</b>
<b>2.</b>	<b>RECORD OF ATTENDANCE AND APOLOGIES.....</b>	<b>3</b>
2.1	Attendance.....	3
2.2	Apologies.....	3
2.3	Guests.....	3
<b>3.</b>	<b>DECLARATIONS OF INTEREST.....</b>	<b>4</b>
<b>4.</b>	<b>PRESENTATIONS.....</b>	<b>4</b>
4.1	Mr. Rob Cossart, Chief Executive Officer, and Mr. Grant Arthur, Director Regional Services, Wheatbelt Development Commission, 1.00pm.....	4
4.2	Ms. Emma Horsefield, Safety Program Manager, LGIS, 1.40pm – Late Apology.....	5
4.3	Mr. John Gibbons, Chief Executive Officer Skyworks WA and Ms. Colette Gibbons, Director, Skyworks WA, 2.20pm.....	5
<b>5.</b>	<b>MINUTES OF MEETINGS.....</b>	<b>6</b>
5.1	Minutes of the WEROC Inc. Board Meeting held on Thursday 26 November 2020 .	6
5.2	Business Arising – Status Report as of 10 February 2021.....	7
<b>6.</b>	<b>WEROC INC. FINANCE.....</b>	<b>8</b>
6.1	WEROC Inc. Financial Report as of 31 January 2021.....	8
6.2	Income & Expenditure.....	10
<b>7.</b>	<b>MATTERS FOR DECISION.....</b>	<b>11</b>
7.1	Tourism Product Development.....	11
7.2	Collaborative Marketing – Central Wheatbelt Visitors Centre.....	13
7.3	Wheatbelt Medical Student Immersion Program.....	14
7.4	Westralia Granite Way Geopark.....	17
7.5	Building Better Regions Fund – Letters of Support.....	19
	Shire of Merredin Multi-Stage CBD Redevelopment Project.....	19
	Shire of Kellerberrin Swimming Pool Redevelopment.....	20
7.6	WEROC Inc. Strategic Projects Status Report & Next Steps.....	20
7.7	Discussion and Decisions Arising from the Presentation by Mr. Grant Arthur and Mr. Rob Cossart	23
7.8	Discussion and Decisions Arising from the Presentation by Ms. Emma Horsefield	23
7.9	Discussion and Decisions Arising from the Presentation by Mr. John Gibbons and Ms. Colette Gibbons, Skyworks WA.....	24
<b>8.</b>	<b>EMERGING ISSUES.....</b>	<b>24</b>
8.1	Ranger Service Delivery.....	24
<b>9.</b>	<b>OTHER MATTERS (FOR NOTING).....</b>	<b>25</b>
9.1	Update on the Proposed New Standard for Records Management.....	25
9.2	Telecommunications Update.....	26
9.3	Update on Stage 5 of the Public Health Act.....	27
9.4	Dowerin Do-Over Regional Conference.....	27
<b>10.</b>	<b>FUTURE MEETINGS.....</b>	<b>27</b>
<b>11.</b>	<b>CLOSURE.....</b>	<b>28</b>

# WEROC Inc.

## Wheatbelt East Regional Organisation of Councils Inc.

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

Minutes of the Board Meeting held at the Kellerberrin Recreation and Leisure Centre on Monday 22 February 2021 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

#### 2.1 Attendance

Mr. Ram Rajagopalan (Chair)

Mr. Rod Forsyth (Deputy Chair)

Mr. Peter Clarke

Mr. Jamie Criddle

Mr. Mark Dacombe

Ms. Karin Day

Mr. Wayne Della Bosca

Ms. Julie Flockart

Mr. Michael Greenwood

Mr. Neville Hale

Mr. Darren Mollenoyux

Ms. Rebekah Burges, Executive Officer

#### 2.2 Apologies

Ms. Emma Horsefield, Safety Program Manager, LGIS

Mr. Raymond Griffiths

#### 2.3 Guests

Mr. Bryan Close, Deputy President Shire of Yilgarn

Mr. Lenin Pervan, Deputy Chief Executive Officer, Shire of Kellerberrin

Mr. Rob Cossart, Chief Executive Officer, Wheatbelt Development Commission (joined the meeting at 1.00pm and left the meeting at 1.25pm)

Mr. Grant Arthur, Director Regional Services, Wheatbelt Development Commission (joined the meeting at 1.00pm and left the meeting at 1.25pm)

Mr. John Gibbons, Chief Executive Officer, Skyworks WA (joined the meeting at 1.40pm and left the meeting at 2.20pm)

Ms. Colette Gibbons, Director, Skyworks WA (joined the meeting at 1.40pm and left the meeting at 2.20pm)

### 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
Ms. Rebekah Burges	Item 7.1 Tourism Product Development	150 Square Strategic Solutions, with whom Ms. Burges is an Associate, have provided a comparative quote for services.

### 4. PRESENTATIONS

#### 4.1 Mr. Rob Cossart, Chief Executive Officer, and Mr. Grant Arthur, Director Regional Services, Wheatbelt Development Commission, 1.00pm

At the WEROC Inc. Board Meeting held on 26 November 2020, under agenda item 7.2 – Regional Waste Management, a proposal to update the WEROC Strategic Waste Management Plan was presented to the Board for their consideration. During the discussion, Ms. Glenice Batchelor (proxy for Mr. Neville Hale) advised the Board that the Wheatbelt Development Commission had recently completed a report into a waste disposal facility in Tammin. With this information considered the Board resolved as follows:

*RESOLUTION: Moved: Mr. Rod Forsyth Secinded: 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*

Mr. Rob Cossart and Mr. Grant Arthur have been invited to present to the Board on the outcomes and recommendations of the Tammin waste disposal facility report.

#### Comments from the Meeting

- Mr. Arthur advised that the Wheatbelt Development Commission first started looking at potential sites outside the Avon Valley for a facility capable of handling waste from Perth, around six years ago.
- The criteria for the site were somewhere close to rail, power and the highway and not too far to carry waste from Perth.
- Three potential sites have been identified in Tammin. The Shire of Tammin is now undertaking an assessment of the suitability of these sites before commencing discussion with landowners.
- The approximate size of the site is 500ha.
- The aim of the work they are undertaking is to have a site identified and ready for a developer in 5 to 10 years' time. It may be possible for the site to be developed for both Perth and regional waste.
- Sites have also been identified in the Shire of Kellerberrin.
- Mr. Arthur advised that other regional groupings of Wheatbelt Shires are undertaking waste management planning initiatives, including 4WDROC and NEWROC, and that it would be worthwhile

having a discussion with them to learn about the process they have undertaken and their learnings from it.

- Mr. Cossart suggested that WEROC Inc. talk with the Department of Water and Environmental Regulation to understand what other regional areas are doing and to enquire about resources and funding that might be available to support the development of a regional waste facility.

Mr. Arthur and Mr. Cossart left the meeting at 1.25pm and did not return.

#### **4.2 Ms. Emma Horsefield, Safety Program Manager, LGIS, 1.40pm – [Late Apology](#)**

*Attachment 1: Elected Member and CEO Briefing February 2021*

At the WEROC Inc. Board Meeting held on 26 November 2020, under agenda item 8.1 – Emerging Issues, the new Work Health and Safety (WHS) legislation was discussed, and the Board resolved to invite a representative from LGIS to provide Members with an overview of the 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**

The Executive Officer extended an invitation to Ms. Emma Horsefield, Safety Program Manager with LGIS. Ms. Horsefield was one of the presenters at a WHS and Local Government Webinar held on 19 November 2020 and provided a combination of strategic and operational advice and guidance to ensure that Local Governments are prepared for the new *Workplace Health and Safety Bill 2019* which is anticipated to become law in 2021.

#### **Executive Officer Comment:**

On Sunday 21 February 2021, Ms. Horsefield contacted the Executive Officer to advise that she was no longer able to attend the meeting due to illness. Ms. Horsefield extended her deepest apologies and asked that if Members had any specific questions that they would like addressed, that these be emailed to her after the meeting for a response.

#### **Comments from the Meeting**

- Mr. Darren Mollenoyux suggested that LGIS be approached with a request for additional support through the Regional Risk Coordinator, to assist Local Governments in adhering to legislative changes.
- Mr. Peter Clarke advised that the Shire of Yilgarn is already receiving assistance with additional policies.

#### **4.3 Mr. John Gibbons, Chief Executive Officer Skyworks WA and Ms. Colette Gibbons, Director, Skyworks WA, 2.20pm**

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.*

At the WEROC Inc. Board Meeting held on 26 November 2020, the Executive Officer presented an overview of the services offered by Skyworks WA and indicative costing for the development of a collaborative advertising

campaign. In response, the Board resolved to invite Skyworks WA to present at the February meeting of WEROC Inc.:

**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**

The Executive Officer has asked Skyworks WA CEO, Mr. John Gibbons and Director, Ms. Collette Gibbons to provide the Board with the following detail:

- 1) How a collaboration across six Member Shire's might work;
- 2) If they are able to incorporate existing images/footage supplied by the Shires, to save on the production of new material;
- 3) How many sites could be featured in a 30 second ad; and
- 4) What the process is to develop a tagline/call to action.

**Comments from the Meeting:**

- Skyworks advised that the steps in determining how to proceed are as follows:
  1. Consider who the target audience is – age, where do they live, viewing habits, etc.
  2. Decide on format – television or internet.
  3. Confirm approximate length of video – maximum length of a television ad is 29 seconds, if producing for social media/internet the length is unlimited.
  4. Confirm timeframe for delivery – Night skies are best between April and October; Wildflowers are best in July to September.
- Skyworks recommend that for a collaboration across the WEROC Shires it would be best to focus on the subject matter rather than being site specific. For WEROC the subject matter would likely be granite outcrops, salt lakes, stars, wildflowers, and farmland. The exact focus would be determined through a story board.
- In a 29 second television advertisement they can incorporate 12-14 sites.
- Existing images and video footage cannot be incorporated into a new production due to quality and copyright issues.

Mr. and Ms. Gibbons left the meeting at 2.20pm and did not return.

<b>5. MINUTES OF MEETINGS</b>
-------------------------------

**5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 26 November 2020**

Minutes of the WEROC Inc. Board Meeting held in Merredin on Thursday 26 November 2020 have previously been circulated.

<b>Recommendation:</b>
------------------------

That the Minutes of the WEROC Inc. Meeting held Thursday 26 November 2020 be confirmed as a true and correct record.
--

**RESOLUTION:**

**Moved:** Mr. Rod Forsyth

**Seconded:** Ms. Karin Day

---

That the Minutes of the WEROC Inc. Meeting held Thursday 26 November 2020 be confirmed as a true and correct record.

**CARRIED**

**5.2 Business Arising – Status Report as of 10 February 2021**

Actions Arising from the WEROC Inc. Board Meeting held on 26 November 2020.

Agenda Item	Action(s)	Status
7.1 – Collaborative Advertising Campaign	Invite Skyworks WA to present at the February meeting of the WEROC Inc. Board	Mr. John and Mrs. Collette Gibbons from Skyworks WA will present at the WEROC Inc. Board Meeting to be held on 22 February 2021.
7.2 – Regional Waste Management	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.	Mr. Rob Cossart and Mr. Grant Arthur will present at the WEROC Inc. Board Meeting to be held on 22 February 2021.
7.4 – Wheatbelt Medical Student Immersion Program (WMSIP)	Advise the WMSIP Steering Committee that the WEROC Inc. Board feel strongly that the program needs to look at opportunities to expand into other communities and that they would like to see the University of Western Australia included in the Terms of Reference.	On Monday 30 November 2020, the Executive Officer emailed Ms. Betony Dawson, Project Coordinator at Rural Health West, providing the feedback from the WEROC Inc. Board regarding the removal of UWA from the terms of reference. Ms. Dawson responded on the same day to advise that the matter will be put on the agenda of the Steering Committee when they next meet at the conclusion of the 2021 program. Ms. Dawson also extended an invitation to meet with her and her Manager, Ms. Zeta Welch, to discuss the matter further. The Executive Officer and WEROC Inc. Chair, Mr. Ram Rajagopalan met with Ms. Dawson and Ms. Welch on 10 December 2020. Additional detail is provided under Agenda item 7.3.
7.5 – Westralia Granite Way Geopark	Contact Mr. Alan Briggs to advise that WEROC Inc. are interested in the Geoparks concept but would like an update on the progress of his existing projects before discussing any further action.	On 30 November 2020, the Executive Officer contacted Mr. Briggs via email requesting an update on the other Geoparks projects that he and his colleagues are working toward. Additional detail is provided under Agenda item 7.4.
7.7 – Discussion & Decisions Arising from the presentation by Mr. Darren Brown	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.	The Executive Officer emailed Mr. Tony Brown on 8 December 2020 requesting that a review of the ESL be discussed at the GECZ meeting to be held on 22 February 2021. Mr. Brown responded on the same day to advise that the matter would be included on the GECZ agenda for the February meeting. The Executive Officer

		contacted Mr. Darren Brown, via email, on 27 November 2020 requesting a copy of the PowerPoint presentation delivered to the Board at the November meeting. A follow up email was sent on 10 February 2021. No response has been received.
8.1 Changes to WHS Legislation	Invite LGIS to present at the February meeting of WEROC Inc.	Ms. Emma Horsefield, Safety Program Manager, LGIS will present at the WEROC Inc. Board Meeting to be held on 22 February 2021.

**Recommendation:**

That the status report as of 10 February 2021 be received.

**RESOLUTION:**

**Moved:** Mr. Jamie Criddle

**Seconded:** Mr. Wayne Della Bosca

That the status report as of 10 February 2021 be received.

CARRIED

**6. WEROC INC. FINANCE**

**6.1 WEROC Inc. Financial Report as of 31 January 2021**

**Author:** Rebekah Burges, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 1 February 2021

**Attachments:** Nil

**Voting Requirement:** Simple Majority

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.

<b>Note 1</b>	Annual Financial contributions paid by the Shire's of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn. The one-off joining fee associated with new members of \$30,000 was also paid by the Shire of Tammin.
<b>Note 2</b>	GST on the Annual Financial Contributions and new member fee.
<b>Note 3</b>	GST Refund for Q4 BAS 2019-2020.
<b>Note 4</b>	Executive Officer services for the months of July to December 2020.
<b>Note 5</b>	Executive Officer travel to Board and WMSIP meetings.
<b>Note 6</b>	Monthly subscription fee for Xero accounting software.
<b>Note 7</b>	Payment to Audit Partners Australia for the audit of WEROC Inc. finances for the 2019-20 financial year.



<b>Note 8</b>	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.
<b>Note 9</b>	Payment to PWD for the redevelopment of the WEROC Inc. website.
<b>Note 10</b>	Insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.
<b>Note 11</b>	Payment to the ATO resulting from the Business Activity Statement for Q1 2020-21

**WEROC Inc.**  
**ABN 28 416 957 824**  
**1 July 2020 to 31 January 2021**

	Budget 2020/2021	Actual to 31/01/2021	Notes	
<b>INCOME</b>				
<b>0501</b>	<b>General Subscriptions</b>	\$60,000.00	\$102,000.00	<b>1</b>
<b>504.01</b>	<b>Consultancy &amp; Project Reserve</b>	\$0.00	\$0.00	
<b>0575</b>	<b>Interest received</b>	\$141.67	\$64.09	
<b>584</b>	<b>Other Income</b>	\$0.00	\$0.00	
	<b>GST Output Tax</b>	\$6,000.00	\$10,200.00	<b>2</b>
	<b>GST Refunds</b>	\$5,771.24	\$1,265.00	<b>3</b>
	<b>Total Receipts</b>	<b>\$71,912.91</b>	<b>\$113,529.09</b>	
<b>EXPENSES</b>				
<b>1545</b>	<b>Bank Fees &amp; Charges</b>	\$0.00	\$0.00	
<b>1661.01</b>	<b>WEROC Inc. Executive Services</b>	\$30,450.00	\$16,049.54	<b>4</b>
<b>1661.02</b>	<b>Executive Officer Travel and Accommodation</b>	\$2,162.40	\$699.35	<b>5</b>
<b>1661.03</b>	<b>WEROC Executive Officer Recruitment</b>	\$0.00	\$0.00	
<b>1687</b>	<b>WEROC Financial Services Accounting</b>	\$795.40	\$181.80	<b>6</b>
<b>1687.03</b>	<b>WEROC Financial Services Audit</b>	\$1,300.00	\$879.95	<b>7</b>
<b>1585</b>	<b>WEROC Consultant Expenses</b>	\$40,000.00	\$5,061.82	<b>8</b>
<b>1850</b>	<b>WEROC Management of WEROC App &amp; Website</b>	\$6,860.00	\$6,500.00	<b>9</b>
<b>1801</b>	<b>WEROC Meeting Expenses</b>	\$500.00	\$0.00	
<b>1851</b>	<b>WEROC Insurance</b>	\$5,056.67	\$4,998.86	<b>10</b>
<b>1852</b>	<b>WEROC Legal Expenses</b>	\$2,000.00	\$0.00	
<b>1853</b>	<b>WEROC Incorporation Expenses</b>	\$0.00	\$0.00	
<b>1930</b>	<b>WEROC Sundry</b>	\$300.00	\$0.00	
<b>3384</b>	<b>GST Input Tax</b>	\$8,693.78	\$3,237.17	
	<b>ATO Payments</b>	\$3,117.28	\$3,064.00	<b>11</b>
	<b>Total Payments</b>	<b>\$101,235.53</b>	<b>\$40,672.49</b>	

<b>Net Position</b>	-\$29,322.62	\$72,856.60
<b>OPENING CASH 1 July</b>	\$136,811.40	\$143,177.70
<b>CASH BALANCE</b>	\$107,488.78	\$216,034.30

**Recommendation:**

That the WEROC Inc. financial report for the period 1 July 2020 to 31 January 2021, be received.

**RESOLUTION:**                      **Moved:** Ms. Karin Day                      **Seconded:** Mr. Darren Mollenoyux

That the WEROC Inc. financial report for the period 1 July 2020 to 31 January 2021, be received.

**CARRIED**

**6.2      Income & Expenditure**

**Author:**                                      Rebekah Burges, Executive Officer  
**Disclosure of Interest:**                  No interest to disclose  
**Date:**    1 February 2021  
**Attachments:**                                Nil  
**Voting Requirement:**                      Simple Majority

A summary of income and expenditure for the period 1 November 2020 to 31 January 2021 is provided below.

Date	Description	Reference	Credit	Debit	Running Balance	Gross
WEROC Inc. Transactions for the period 1 November 2020 to 31 January 2021						
<b>Opening Balance</b>			<b>183,045.98</b>	<b>0.00</b>	<b>183,045.98</b>	<b>0.00</b>
02 Nov 2020	Payment: Shire of Tammin	INV-0006	46,200.00	0.00	229,245.98	46,200.00
09 Nov 2020	Payment: Audit Partners Australia	INV-0361	0.00	967.95	228,278.03	(967.95)
09 Nov 2020	Payment: 150 Square Pty Ltd	INV-0010	0.00	2,495.50	225,782.53	(2,495.50)
23 Nov 2020	Payment: ATO	Activity Statement	0.00	3,064.00	222,718.53	(3,064.00)
27 Nov 2020	Payment: PWD Australia	INV-20144	0.00	715.00	222,003.53	(715.00)
30 Nov 2020	Westpac Interest received		8.37	0.00	222,011.90	8.37
07 Dec 2020	Payment: 150 Square Pty Ltd	INV-0013	0.00	2,979.00	219,032.90	(2,979.00)
28 Jan 2021	Payment: 150 Square Pty Ltd	INV-0016	0.00	2,998.60	216,034.30	(2,998.60)
<b>Total Westpac Community Solution One</b>			<b>46,208.37</b>	<b>13,220.05</b>	<b>216,034.30</b>	<b>32,988.32</b>
Closing Balance			216,034.30	0.00	216,034.30	0.00
<b>Total</b>			<b>46,208.37</b>	<b>13,220.05</b>	<b>32,988.32</b>	<b>32,988.32</b>

**Recommendation:**

That the WEROC Inc. summary of income and expenditure for the period 1 November 2020 to 31 January 2021 be received.

That the Accounts Paid by WEROC Inc. for the period 1 November 2020 to 31 January 2021 totalling \$13,220.05 be approved.

**RESOLUTION:**

**Moved:** Mr. Neville Hale

**Seconded:** Mr. Rod Forsyth

That the WEROC Inc. summary of income and expenditure for the period 1 November 2020 to 31 January 2021 be received.

That the Accounts Paid by WEROC Inc. for the period 1 November 2020 to 31 January 2021 totalling \$13,220.05 be approved.

**CARRIED**

**7. MATTERS FOR DECISION**

**7.1 Tourism Product Development**

**Author:** Rebekah Burges, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 19 February 2021

**Attachments:** *Attachment 2.* Letter from WDC regarding WEROC Inc.'s application to Round 3 of the Regional Economic Development grants program

**Consultation:** Ms. Mandy Walker, Director Regional Development, RDA Wheatbelt  
Ms. Kim Hewson, Principal, Economic Transitions

**Financial Implications:** One third of the total project cost would be \$22,955.33 inc. GST

**Voting Requirement:** Simple Majority

**Background:**

Under Priority Two of the WEROC Inc. Strategic Plan – Tourism Product Development – the following actions are identified:

- 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:
  - 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.

In order to engage a consultant to undertake the above work, an application was submitted on 7 July 2020 to the Regional Economic Development (RED) grant program to undertake an “Activating Tourism in the Eastern Wheatbelt” project”.

On 7 December 2020, the Executive Officer received, via email, a letter advising that the application to the RED grant program was unsuccessful. A copy of the letter is provided as an attachment to this meeting agenda. Verbal feedback on the application was provided by Ms. Kristen Twine, Regional Development Officer with the Wheatbelt Development Commission on 16 December 2020. The feedback is summarised below:

- 1) The assessment panel felt that the project has merit and was particularly strong in addressing the COVID recovery criteria.
- 2) It was a very competitive round, with only 13 projects funded out of 51 applications.
- 3) The primary reason that the application was not successful was the competitiveness of the successful applications, which were able to demonstrate the potential to create a larger number of jobs, diversify industry and which had significant co-investment in the project.
- 4) Our project being a planning initiative was more about the possibility of creating jobs in future once the infrastructure priorities are identified, whereas other projects were already past the planning stage and could demonstrate immediate job creation potential.
- 5) It was suggested that WEROC consider undertaking the planning component and then looking to apply again in future when the priority projects have been identified.

At the WEROC Inc. Board meeting held on 27 August 2020, it was resolved that WEROC would await the outcome of its application to the RED grant program before progressing any further with a tourism strategy:

**RESOLUTION:**

**Moved:** Mr. Rod Forsythe

**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**

As the outcome of the RED grant program application is now known it might be appropriate for the Board to consider the next steps.

**Executive Officer Comment:**

The Executive Officer contacted Ms. Kim Hewson, Principal at Economic Transitions to obtain a quote for the tourism product development planning initiative. Economic Transitions specialise in tourism sustainability and planning and have completed a range of tourism strategies for Local Governments and Tourism organisations in both the Goldfields and Wheatbelt ([Projects | Economic Transitions](#)).

A quote and proposal were supplied by Economic Transitions on Thursday 18 February 2021. The total proposed cost is \$68,866 inc. GST which includes an assets and signage audit of \$35,000 inc. GST and a branding component of \$4,400 inc. GST.

The Executive Officer has contacted Ms. Mandy Walker, Director of Regional Development at RDA Wheatbelt to enquire as to the suitability of this project for the Community Investment Stream of Round 5 of the Building Better Regions Fund (BBRF). Ms. Walker advised that the project would fit within the guidelines for the Community Investments Stream, which is intended to fund new or expanded local events, strategic regional plans, or leadership and capability strengthening activities that provide economic and social benefits to regional and remote areas.

Under the BBRF remoteness classification system, the majority of WEROC Local Governments are classified as “remote” (Merredin, Yilgarn, Westonia and Bruce Rock), which means that WEROC Inc. would need to contribute at least \$1 for every \$3 of funding requested. One third of the total project cost as per the Economic Transitions proposal, would equate to \$22,955.33 inc. GST.

**Comments from the Meeting:**

- Concern was expressed over a ~\$68,000 investment and the outcome being “just another report”.
- The Shire of Yilgarn advised that they have just engaged Market Creations to develop a tourism marketing strategy but are still happy to be a part of the WEROC initiative.
- The importance of local knowledge in developing the plan was emphasised.

- The Executive Officer tabled an alternative quote from 150 Square Strategic Solutions to undertake the tourism product development planning for a total of \$10,320 + GST.

The Executive Officer, Ms. Rebekah Burges declared an interest in the scope of works presented by 150 Square. Ms. Burges left the meeting at 2.44pm and returned at 2.48pm.

**Recommendation:**

That the Board:

1. Consider the quote from Economic Transitions and determine if they would like to proceed with any or all components of the proposal.
2. Determine whether they wish to proceed with an application under Round 5 of BBRF and if so, are willing to commit to funding at least one third of the total project cost.

**RESOLUTION:**                      **Moved:** Ms. Karin Day                      **Seconded:** Mr. Wayne Della Bosca

---

That WEROC Inc.:

1. Accept the quote from 150 Square Strategic Solutions, as tabled at the meeting, for the quoted price of \$10,320 + GST; and
2. Not proceed with an application to Round 5 of the Building Better Regions Fund.

**CARRIED**

## **7.2 Collaborative Marketing – Central Wheatbelt Visitors Centre**

**Author:** Rebekah Burges, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 12 February 2021

**Attachments:** Attachment 3: AGO/Wheatbelt Marketing Plan and Budget 2020/21

**Consultation:** Ms. Robyn McCarthy, Manager, Central Wheatbelt Visitors Centre

**Financial Implications:** The cost to WEROC Inc. will be \$302 inc. GST for a shared stand at the caravan and camping show and an additional \$3,000 ex. GST for collaborative marketing campaigns.

**Voting Requirement:** Simple Majority

**Background:**

Through its Memorandum of Understanding with the Central Wheatbelt Visitors Centre, WEROC Inc. has traditionally budgeted up to \$3,000 per annum toward collaborative marketing campaigns. This would typically be used for six campaigns, including a \$1,500 contribution toward a full page Central Wheatbelt advertisement in the Australia’s Golden Outback Holiday Planner. The Holiday Planner is not being reprinted in 2021 due to excess stock remaining from 2020.

**Executive Officer Comment:**

On Friday 18 December 2020, the Executive Officer received an email from Ms. Robyn McCarthy, Manager, Central Wheatbelt Visitor Centre (CWVC) requesting a contribution toward a display at the 2021 Perth Caravan and Camping Show.

The Caravan and Camping Show, which will take place from 17 to 21 March 2021, is one of the key annual marketing initiatives for CWVC and provides an opportunity to interact with the prospective Perth visitor market. WEROC has contributed to a regional tourism display for the past ten years, alongside Roe Tourism, NEW Travel and Pioneer’s Pathway. The total cost of the 3m x 3m display will be \$1,210 Inc. GST. Each of the aforementioned tourism partners are being requested to contribute \$302 Inc. GST.

The CWVC staff usually attend the full five days of the show on behalf of WEROC, however due to current staff shortages this will not be possible in 2021. NEW Travel have offered to cover most days this year with other volunteers from the region attending on a roster basis. On Friday 12 February 2021, Ms. McCarthy sent a request, via email, to all WEROC Shires requesting volunteers to attend over the five days, with two shifts per day.

On Friday 12 February 2021, Ms. McCarthy provided, via email, a copy of the proposed Australia's Golden Outback/Wheatbelt Marketing Plan and Budget for the 2021 calendar year. There are currently five planned campaigns for the year. The Wheatbelt stand at the Perth Caravan and Camping show is separate from the marketing plan and budget.

For the remainder of the 2020-21 financial year, WEROC Inc. are being asked to contribute \$500 toward a collaborative advertisement in a Wheatbelt travel feature in the West Australian Newspaper and \$500 toward an 11-week Curtin Radio campaign. Two additional campaigns are planned but the costs are not yet known. WEROC Inc. are budgeted to incur \$2,000 for the additional campaigns within this financial year.

**Recommendation:**

That WEROC Inc.:

- 1) Contribute \$302 Inc. GST toward a shared display at the 2021 Perth Caravan and Camping Show;
- 2) Contribute up to \$3,000 toward collaborative marketing campaigns for the remainder of the 2020-21 Financial Year; and
- 3) Allocate \$3,000 in the 2021-22 Budget for collaborative marketing.

---

**RESOLUTION:**                      **Moved:** Mr. Jamie Criddle                      **Seconded:** Mr. Rod Forsyth

---

That WEROC Inc.:

- 1) Contribute \$302 Inc. GST toward a shared display at the 2021 Perth Caravan and Camping Show;
- 2) Contribute up to \$3,000 toward collaborative marketing campaigns for the remainder of the 2020-21 Financial Year; and
- 3) Allocate \$3,000 in the 2021-22 Budget for collaborative marketing.

**CARRIED**

### **7.3      Wheatbelt Medical Student Immersion Program**

**Author:**                                      Rebekah Burges, Executive Officer

**Disclosure of Interest:**                      No interest to disclose

**Date:**    12 February 2021

**Attachments:**                                  *Attachment 4: Letter of Reference for the University of Notre Dame Australia's 2021 Vice Chancellor Awards for Promoting Excellence in Learning and Teaching*

*Attachment 5: Minutes of the WMSIP Planning Group meeting held on 10 December 2020*

*Attachment 6: Minutes of the WMSIP Planning Group meeting held on 14 January 2021*

*Attachment 7: Minutes of the WMSIP Planning Group meeting held on 28 January 2021*

*Attachment 8: DRAFT WMSIP Staff Information Pack 2021*

**Consultation:**                                      Ms. Betony Dawson, Project Coordinator, Rural Health West

**Voting Requirement:**                              Simple Majority

**Background:**

At the WEROC Inc. Board Meeting held on 26 November 2020, the Executive Officer presented the letter of agreement and proposed change to the Wheatbelt Medical Student Immersion Program Terms of Reference. The proposed amendment involves the removal of the University of Western Australia from the governance and membership. In response the Board resolved as follows:

*RESOLUTION:                      Moved: Ms. Karin Day    Secoded: Mr. Raymond Griffiths*

---

*That:*

- 1) The WEROC Inc. Board commit to supporting the WMSIP program for a further three years and approve the signing of the letter of agreement by the WEROC Inc. Chair.*
- 2) The Executive Officer advise the WMSIP Steering Committee that the WEROC Inc. Board feel strongly that the program needs to look at opportunities to expand into other communities (not necessarily confined to the Wheatbelt) and that they would like to see the University of Western Australia included in the Terms of Reference.*

*CARRIED*

On Monday 30 November 2020, the Executive Officer wrote to Ms. Betony Dawson, Project Coordinator, Rural Health West, advising that the Board had resolved to support WMSIP for a further three years. An electronic copy of the signed letter of agreement was attached to this email. It was also advised that on the matter of the change to the Terms of Reference, the Board felt strongly that the program needs to look at opportunities to expand into other communities (not necessarily confined to the Wheatbelt) and that they would like to see the University of Western Australia (UWA) included within the governance and membership of WMSIP.

In response to this email, Rural Health West extended an invitation to the WEROC Executive Officer and Chair to attend a meeting on 10 December 2020, with Ms. Dawson and her Manager Ms. Zeta Welch. Ms. Dawson and Ms. Welch advised that UWA had been approached several times about becoming a participant in the WMSIP initiative and had repeatedly declined. They suggested that at this stage, the best way to engage with medical students at UWA and students studying other health disciplines across all Universities, would be through the Rural Health Clubs.

For the Board's information, there are three Rural Health Club's in Western Australia:

1. Curtin Rural Outreach Health Club (CROHC) for medical students studying at Curtin University. CROHC is relatively new, being formed in 2019. They are trialling a Rural High School Ambassador Program in 2021 which will involve medical students from rural areas, visiting their local high school and high schools in surrounding areas to promote the Curtin Medical School and health sciences. They also run a Rural High School Visit (RHSV) Program.
2. West Australian Allied Health Interested In Bush Experience (Waalhiibe) for allied health students across all Western Australian Universities. Waalhiibe is administered by Rural Health West and provides a range of activities aimed at exposing students to rural and remote areas. They facilitate a RHSV program, cultural awareness training, Indigenous Community Festival attendance, skills events and social events.
3. Students and Practitioners Interested iN Rural Practice, Health, Education Xetcetera (Spinrphex) for nursing, dental, oral health and medical students across all Western Australian Universities. Spinrphex is the oldest student Rural Health Club in Australia and has over 600 active members. They provide opportunities for members to assist rural communities through events including a two-day rural health camp, a Children's Festival, multidisciplinary evenings and a one-day conference held jointly with Waalhiibe.

Spinrphex is the only Rural Health Club that incorporates medical students from UWA. The Executive Officer sent an email to the President of Spinrphex on 27 January 2021, advising that WEROC would be interested in

assisting them to bring some of their programs out to the Wheatbelt. To date a response has not been received.

The Executive Officer contacted Rural Health West in their capacity as administrators for Waalhiibe, and as a conduit to all of the Rural Health Clubs in Western Australia, on 27 January 2021, asking if there were initiatives outside of WMSIP that WEROC Inc. could support with the aim to engage medical students from UWA. They advised that in addition to WMSIP, Rural Health West coordinate Wheatbelt weekend immersions. These weekend immersions run from Friday to Sunday and are targeted at bonded students from UWA, Curtin and Notre Dame. There are two immersion experiences taking place between April and June 2021, one in Narrogin and one in Northam, each with six students from across the three medical schools. The aim is to provide a community experience and get these students interested in applying for the Rural Clinical School and to consider doing their return of service in the Wheatbelt. Rural Health West has indicated that if these weekend immersions are successful there would be an opportunity for more to take place later in the year, in different Wheatbelt locations, and WEROC could potentially support the initiative.

**Executive Officer Comment:**

Since the WEROC Inc. Board meeting held on 26 November 2020, there have been four WMSIP Planning Group meetings and a staff orientation day for the 2021 WMSIP visit, hosted by Curtin University. The minutes of the following meetings are provided as an attachment:

- WMSIP Planning Group Meeting held on 10 December 2020
- WMSIP Planning Group Meeting held on 14 January 2021
- WMSIP Planning Group Meeting held on 28 January 2021

A planning group meeting was also held on Thursday 11 February 2021 however, the minutes of this meeting were not available at the time of preparing this agenda. The next planning group meeting is scheduled for Thursday 25 February 2021.

At the WMSIP Planning meeting held on 10 December 2020, it was questioned why WEROC was given a position on the Steering Committee and Planning Group, while the other Shires involved in the program were not represented. The background to WEROC's involvement was explained to the group and it was suggested that to provide clarity over who the program partners are, and why they are involved, each would be invited to provide an overview of their organisation and their objectives for the program, at the WMSIP Staff Orientation Day. Information on each partner organisation will also be included in the WMSIP Information Pack for 2021. On Monday 18 January 2021, the Executive Officer attended the WMSIP Staff Orientation Day held at Curtin University and presented to the group on behalf of WEROC.

On Thursday 28 January 2021, the Executive Officer received a request from Dr. Dylan Griffiths, Quality Assurance Manager at the University of Notre Dame, School of Medicine, to provide a letter of reference to support a nomination for the 2021 Vice Chancellor's Awards for Promoting Excellence in Learning and Teaching. The nomination was for the team at the School of Medicine for their involvement in the Wheatbelt Medical Student Immersion Program. After consulting with the Chairs of the WEROC Inc. Board and CEO Committee, the Executive Officer advised the University that WEROC Inc. were happy to support their nomination. A copy of the letter of reference is provided as an attachment to this meetings agenda.

**Recommendation:**

That:

1. The information on the Wheatbelt Medical Student Immersion Program be noted; and
2. The Board ratify the provision of a letter of reference to support the nomination of the University of Notre Dame Australia's, School of Medicine for the 2021 Vice Chancellor Awards for Promoting Excellence in Learning and Teaching.



**RESOLUTION:**                **Moved:** Mr. Wayne Della Bosca        **Seconded:** Ms. Karin Day

---

That:

1. The information on the Wheatbelt Medical Student Immersion Program be noted; and
2. The Board ratify the provision of a letter of reference to support the nomination of the University of Notre Dame Australia's, School of Medicine for the 2021 Vice Chancellor Awards for Promoting Excellence in Learning and Teaching

**CARRIED**

#### **7.4     Westralia Granite Way Geopark**

**Author:**    Rebekah Burges, Executive Officer

**Disclosure of Interest:**                                No interest to disclose

**Date:**     10 February 2021

**Attachments:**    *Attachment 9: Geoparks Briefing 8 December 2020*

*Attachment 10: Granite Way MoU January 2005*

**Consultation:**    Mr. Alan Briggs, President of Geoparks WA

**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**

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. Mr. Briggs subsequently provided a summary of the meeting held on 22 September, which was provided to the WEROC Board as an attachment to the 26 November 2020 meeting agenda. At the 26 November meeting, the Board resolved:

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

---

*That the Executive Officer contact Mr. Alan Briggs and advise that WEROC Inc. are interested in the Geoparks concept but would like an update on the progress of his existing projects before discussing any further action.*

**CARRIED**

**Executive Officer Comment:**

On 30 November 2020, the Executive Officer sent the following email to Mr. Briggs:

Hi Alan,

*The Board of WEROC Inc. met last Thursday and discussed the Wheatbelt Geopark Proposal.*

*The Board are interested in the concept but understand that you are involved in other aspiring geoparks in Western Australia and would like an update on how these are progressing before discussing any further action that WEROC Inc. might take. Specifically, we would appreciate if you could tell us of any major successes or milestones that have been achieved as well as barriers you might have faced and how these will/have been overcome to enable you to continue moving forward.*

*We already have our full quota of guest speakers for the next WEROC Inc. Board Meeting (scheduled for 22 February 2021) so we would not be looking for a presentation, but if you were able to provide something brief in writing, along with an explanation of any specific action you would like WEROC Inc. to consider, I can include this as an agenda item for discussion.*

Kind Regards

Rebekah

Mr. Briggs did not respond to the Executive Officer directly, rather a group email was sent to the Community Development Officers and CEO's of the Shires of Bruce Rock, Cunderdin, Tammin, Kellerberrin, Merredin and Quairading. The content of the email was as follows:

*Good afternoon all,*

*I have received feedback from two sources; WEROC and WDC.*

*WEROC requested further information about the proposed aspiring geopark project. I have attached a briefing note written by my colleague Professor Ross Dowling that I have edited for our (Wheatbelt) purposes. See attached. I am optimistic this note will resolve any underlying conceptions about the geopark project.*

*I have also received word from WDC that my grant application for digital and physical signage around the perimeter of the proposed geopark was unsuccessful. I have attached a copy of my earlier letter to you and a copy of WDC's response.*

*I have included (attached) additional information about geotrails and geoparks, and about Geoparks WA, for your information. I have also attached my earlier report that WDC sponsored for field work.*

*I have also attached a copy of the outline for establishing a geopark.*

*WEROC mentioned other regions expressing interest in establishing a geopark. See the briefing note for an indication of those regions.*

*Meanwhile, Murchison Georegion has successfully launched itself and is nominating as an aspiring geopark. The Murchison has had the full support of the Mid West Development Commission. They produced a brochure outlining 21 geosites, opened a website and promoted an APP that contains details about their region.*

*My original involvement in the Granite Way was via Tammin and an MOU between several shires (see attached).*

*For the more complex geopark proposal, I suggest that an MOU be drafted for your review. I think it will clarify roles and commitments for each stakeholder in the aspiring granite way geopark. If you are ok with this approach, I will draft an MOU from a model I have previously used.*

*I remain keen to assist you with establishing a geopark.*

*For reference, China was the initial employer of geoparks from the 1970s, using them to reverse rural decline and stop the march of country people into cities. It worked ([China News story](#)). They now have*

*very successful geoparks creating businesses and generating employment across the tourism service industry.*

*The Wheatbelt has a city just 2-3 hours away for day-trippers and is an excellent place to stay overnight. I am sure the recent covid experience has filled the caravan parks in the Wheatbelt region. Geoparks are a means of keeping them coming.*

*Thank you for your time. I look forward to hearing from you.*

*Yours sincerely*

*Dr Alan Briggs*

*President, Geoparks WA*

*Mob: 0429 914 051*

The Geoparks briefing and previous Memorandum of Understanding mentioned in Mr. Briggs email are provided as attachments. The other documents mentioned have been previously circulated.

**Recommendation:**

That WEROC Inc. request Mr. Alan Briggs draft a Memorandum of Understanding for consideration.

**Comment from the Meeting:**

- Concern was raised that if Mr. Briggs were requested to prepare a Memorandum of Understanding he would have an expectation that WEROC Inc. was willing to commit to the Geopark concept.
- There was no formal resolution on this matter. The Board have noted the information provided by Mr. Briggs and the Geopark concept will be reviewed within the context of the tourism product development initiative.

**7.5 Building Better Regions Fund – Letters of Support**

**Author:** Rebekah Burges, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 19 February 2021

**Attachments:** *Attachment 11: Merredin Town Centre Concept Plan*  
*Attachment 12: Draft Letter of Support for the Shire of Merredin’s application under Round 5 of the Building Better Regions Fund*

**Consultation:** Mr. Mark Dacombe, CEO Shire of Merredin  
Ms. Codi Mullen, Personal Assistance to the CEO, Shire of Kellerberrin

**Voting Requirement:** Simple Majority

**Shire of Merredin Multi-Stage CBD Redevelopment Project**

On Monday 15 February 2021, the Shire of Merredin CEO, Mr. Mark Dacombe wrote to the Executive Officer with a request for a letter of support from WEROC Inc. for an application to Round 5 of the Building Better Regions Fund.

The Shire of Merredin is applying for funding to undertake Stage 1 of a multi-stage redevelopment of the Merredin central business district (CBD). Mr. Dacombe advised that the Shire have been working on plans for the revitalization of the CBD since at least 2008. The community was first engaged on the future design of the CBD in early 2009 and the initial concept plan was well received.

In the Shire of Merredin Strategic Community Plan 2012-2018, the revitalization of the CBD was identified as a very high priority. In 2017 the project was further developed within the context of the State Governments’ Regional Centers Growth planning initiative. Funding for the project did not eventuate and the Shire has undertaken less ambitious improvement over the years as budgets allowed.

The CBD revitalization has again come into prominence through the Shire of Merredin’s recent community engagement and is identified as the top strategic project in the Shire’s draft Strategic Community Plan 2020-2030, alongside economic development funding opportunities related to COVID-19 recovery. A such, the Shire now intends to vigorously pursue funding for a comprehensive CBD revitalization project. A copy of the project concept and draft letter of support have been provided as attachments to the meeting agenda.

**Shire of Kellerberrin Swimming Pool Redevelopment**

On Thursday 18 February 2021 Personal Assistant to the CEO at the Shire of Kellerberrin, Ms. Codi Mullen wrote to the Executive Officer with a request for a letter of support for the Shire of Kellerberrin’s application to Round 5 of the Building Better Regions Fund.

Ms. Mullen advised that the project for which funding is being sought, is the redevelopment of the Kellerberrin Memorial Swimming Pool facilities. The redevelopment will include the replacement of the existing 33m lap pool with a 25m lap pool, upgrading the existing shallow pool facilities to incorporate a learn to swim pool, water play leisure pool with zero beach entry including disability access, and the development of recreational amenities including lawned picnic areas and a shaded barbeque facility.

**Recommendation:**

That WEROC Inc. provide letters of support for applications to Round 5 of the Building Better Regions fund for the Shire of Merredin’s CBD revitalisation project, and the Shire of Kellerberrin’s Swimming Pool Redevelopment.

**RESOLUTION:**                      **Moved:** Mr. Peter Clarke                      **Seconded:** Ms. Karin Day

That WEROC Inc. provide letters of support for applications to Round 5 of the Building Better Regions fund for the Shire of Merredin’s CBD revitalisation project, and the Shire of Kellerberrin’s Swimming Pool Redevelopment.

**CARRIED**

**7.6      WEROC Inc. Strategic Projects Status Report & Next Steps**

**Author:**    Rebekah Burges, Executive Officer

**Disclosure of Interest:**                      No interest to disclose

**Date:**    10 February 2021

**Attachments:**                                      Nil

**Voting Requirement:**                      Simple Majority

**Background:**

The WEROC Inc. Strategic Plan 2020, identifies five priorities and associated actions. An update on progress against the five strategic priorities is provided below and the next steps will be discussed.

<b>Priority</b>	<b>Actions</b>	<b>Progress</b>	<b>Next Steps (For Discussion)</b>
Regional waste management	1) Undertake a review of existing waste management service delivery across the WEROC region including:	<ul style="list-style-type: none"> <li>A quote was provided by ASK Waste Management for the development of a revised WEROC Strategic Waste Management Plan</li> </ul>	As per discussion under agenda item 7.7

	<ul style="list-style-type: none"> <li>• Local Government Waste Management Plans;</li> <li>• Waste management services and infrastructure;</li> <li>• Recycling activities and capabilities;</li> <li>• Contract arrangements; and cost of delivery.</li> </ul> <p>2) Complete a cost-benefit analysis for ownership of a shared truck for municipal waste and recycling collection.</p> <p>3) Develop a WEROC Waste Management Plan.</p>	<p>and a feasibility study into the establishment of a regional landfill site. A decision on this quote has been deferred until the Board have a better understanding of the Tammin Waste Disposal report, which was recently completed by the Wheatbelt Development Commission</p> <ul style="list-style-type: none"> <li>• Mr. Grant Arthur and Mr. Rob Cossart from the Wheatbelt Development Commission have been invited to present to the WEROC Inc. Board on the Tammin Waste Disposal report.</li> </ul>	<p>Invite NEWROC to provide an update/overview of their Strategic Waste Management initiative</p>
Tourism Product Development	<p>1) Conduct an audit of physical and digital tourism assets across the WEROC region.</p> <p>2) Undertake desktop research and consultation with regional tourism groups to better understand:</p> <ul style="list-style-type: none"> <li>- The existing tourism market;</li> <li>- Trends in tourism product development; and</li> <li>- Future target markets for visitors to the Eastern Wheatbelt.</li> </ul> <p>3) Develop a list of priorities for investment inclusive of cost estimates and possible funding opportunities for new product development.</p>	<ul style="list-style-type: none"> <li>• 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”. This application was unsuccessful.</li> <li>• A quote has been requested for a consultant to undertake a tourism asset audit and develop a tourism strategy for the Eastern Wheatbelt.</li> </ul>	<p>As per discussion under agenda item 7.1</p>
Local business development	<p>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:</p> <ul style="list-style-type: none"> <li>• Online reputational management (e.g. how to respond to negative reviews); and</li> </ul>	<ul style="list-style-type: none"> <li>• The CEO of the Wheatbelt Business Network presented a business development program proposal to the WEROC Inc. Board on 27 August 2020. It was decided that the timing was not right for a business development program and the concept would be revisited in mid-2021.</li> </ul>	

	<ul style="list-style-type: none"> <li>Improved frontline customer experience (both physical and digital).</li> </ul> <p>2) Develop a project plan/business case to support an application for funding to implement the program.</p>		
Digital connectivity	<p>1) Establish partnerships to collaboratively address deficiencies in digital connectivity and capacity across the Eastern Wheatbelt.</p> <p>2) Work with telecommunications providers (e.g. Telstra, Optus, NBN Co.) to target improvements in fixed and mobile connectivity.</p> <p>3) Lend support to existing initiatives that have the potential to improve digital connectivity across the WEROC region (e.g. Crisp wireless, WA SuperNet).</p>	<ul style="list-style-type: none"> <li>WEROC Inc. have provided letters of support for the CRISP wireless application to the Regional Connectivity Program and Digital Farms Grants Program. The application to the Digital Farm Grants Program was successful and the project will include two WEROC Member Councils – Tammin and Yilgarn.</li> <li>The Hon Melissa Price MP was asked to comment on support/funding available for digital connectivity initiatives. The Minister provided a written response which includes details of the Regional Connectivity Program, WA Grain belt Connectivity Program and the Mobile Blackspot Program.</li> </ul>	
Ranger and regulatory services solution	<p>1) Complete a review of existing ranger service delivery arrangements and costing across Member Councils</p> <p>2) Investigate avenues to fund and engage a Regional Community Emergency Services Manager.</p> <p>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.</p>	<ul style="list-style-type: none"> <li>An enquiry into the possibility of a regional CESM 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.</li> <li>Mr. Darren Brown, Executive Officer of Bushfire Volunteers WA was invited to present to the WEROC Inc. Board and as a result of his presentation WEROC has requested that the Great Eastern Country Zone</li> </ul>	As per discussion under agenda item 8.1

		consider a review of the Emergency Services Levy.	
--	--	---	--

**Recommendation:**

That the Strategic Projects status report be received and discussed.

**RESOLUTION:**                      **Moved:** Mr. Jamie Criddle                      **Seconded:** Mr. Wayne Della Bosca

---

That the Strategic Projects status report be received.

**CARRIED**

**7.7      Discussion and Decisions Arising from the Presentation by Mr. Grant Arthur and Mr. Rob Cossart**

**Author:**                                      Rebekah Burges, Executive Officer

**Disclosure of Interest:**                      No interest to disclose

**Date:**    10 February 2021

**Attachments:**                                      Nil

**Voting Requirement:**                      Simple Majority

**Executive Officer Comment:**

Following the presentation from Mr. Grant Arthur and Mr. Rob Cossart 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. Grant Arthur and Mr. Rob Cossart be considered, and the matter discussed.

**RESOLUTION:**                      **Moved:** Ms. Julie Flockart                      **Seconded:** Mr. Jamie Criddle

---

That NEWROC be invited to the next meeting of the WEROC Inc. Board to provide an update on their waste management planning.

**CARRIED**

**7.8      Discussion and Decisions Arising from the Presentation by Ms. Emma Horsefield**

**Author:**                                      Rebekah Burges, Executive Officer

**Disclosure of Interest:**                      No interest to disclose

**Date:**    10 February 2021

**Attachments:**                                      Nil

**Voting Requirement:**                      Simple Majority

**Executive Officer Comment:**

Following the presentation from Ms. Emma Horsefield the WEROC Inc. Board may like to consider what, if any, further action is required on this matter.

**Recommendation:**

That the information as presented by Ms. Emma Horsefield be considered, and the matter discussed.

**RESOLUTION:**                      **Moved:** Mr. Darren Mollenoyux                      **Seconded:** Mr. Jamie Criddle

---

That WEROC Inc. write to LGIS and request that consideration be given to providing an expanded service through the Regional Risk Coordinator, to assist Local Government's in meeting the requirements under the new Work Health and Safety Legislation.

**CARRIED**

**7.9      Discussion and Decisions Arising from the Presentation by Mr. John Gibbons and Ms. Colette Gibbons, Skyworks WA**

**Author:**                                      Rebekah Burges, Executive Officer

**Disclosure of Interest:**                      No interest to disclose

**Date:**    10 February 2021

**Attachments:**                                      Nil

**Voting Requirement:**                      Simple Majority

**Executive Officer Comment:**

Following the presentation from Mr. John and Ms. Colette Gibbons 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. John and Ms. Colette Gibbons be considered, and the matter discussed.

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

---

That the idea of a collaborative video marketing campaign be revisited upon the completion of the WEROC Inc. tourism product development planning initiative.

**CARRIED**

**8.      EMERGING ISSUES**

**8.1      Ranger Service Delivery**

On Monday 15 February 2021, Shire of Merredin CEO Mr. Mark Dacombe contacted the Executive Officer via email, advising that the Shire of Merredin Ranger has resigned and will finish at the end of the week. Mr. Dacombe has proceeded to advertise the position as WA Ranger Services has advised that they do not have the resources to cover any interim period for the Shire.

Mr. Dacombe has suggested that it would be timely for WEROC Inc. to undertake the actions identified under Priority Five of the WEROC Inc. Strategic Regional Plan to determine the viability of a WEROC Ranger Service.

**Recommendation:**

That the Executive Officer complete a desktop audit of existing ranger services and requirements across the WEROC Member Councils.

**Comment from the meeting:**

- Mr. Mark Dacombe advised that the ranger in Merredin has left and he would like to see if there is any appetite to pursue a regional ranger service model.
- Mr. Dacombe suggested that this might also be an opportunity to look again at a regional Community Emergency Services Manager (CESM).



- Mr. Darren Mollenoyux advised that there was previously a regional ranger service, but the arrangement ceased due to the ranger being too busy in Merredin to service the other Shires and there being no backup when the one ranger went on holiday.
- Mr. Mollenoyux advised that the possibility of two rangers to service the six Shires was explored but they could not make the numbers work at that time. Mr. Mollenoyux suggested that if the CESM position was incorporated it might make a shared service more feasible.

**RESOLUTION:**                      **Moved:** Mr. Mark Dacombe      **Seconded:** Mr. Darren Mollenoyux

---

That the Executive Officer complete a desktop audit of existing ranger services and requirements across the WEROC Member Councils.

CARRIED

## 9. OTHER MATTERS (FOR NOTING)

### 9.1 Update on the Proposed New Standard for Records Management

*Attachment 13: Consultation Draft SRC Standard for State Records Management*

*Attachment 14: Consultation Draft Records Management Plan Template*

*Attachment 15: Feedback on the Proposed New SRC Standard*

In 2019 records management consultants Information Enterprises Australia (IEA) undertook a review of four out of the five WEROC Inc. Member Councils' recordkeeping policies and procedures. Subsequent to this review, the idea of a generic Record Keeping Plan which could be adapted for use by all WEROC Local Governments, was explored.

A letter was sent to Mr. Damian Shepherd, Director State Records on 19 March 2020 requesting clarity on the new Information Management Framework, which was identified in the IEA report. A response was received on 24 March 2020, advising that the State Records Commission (SRC) would be undertaking a significant reform of the Standards for State record keeping throughout 2021.

At the WEROC Inc. Board Meeting held on 30 April 2020 it was resolved as follows:

**RESOLUTION:**                      *Moved: Ms. Julie Flockhart*                      *Seconded: Mr. Raymond Griffiths*

---

*That in light of the advice from the Director State Records, the engagement of IEA to develop any record keeping policies be put on hold until the new Standards for State Record Keeping are implemented.*

CARRIED

On 11 November 2020, the State Records Office provided the following update in regard to the move toward a single Standard for Records Management:

*Earlier this year we sought your feedback on a proposed new, single Standard for Records Management and supporting tools.*

*Feedback indicated overwhelming support for the approach; and your feedback has been essential in helping our team improve the proposed new Standard, Plan Template and Maturity Model further to support agencies.*

*We've put together a summary of your feedback.*

*Our team is now finishing the revision process using your feedback and plans to seek endorsement from the State Records Commission in late 2020. The new Standard and supporting framework would then be rolled-out in 2021 with guidance and support available for agencies.*

The draft standard for state records management, draft record management plan template and the summary of feedback received, are provided as attachments.

## **9.2 Telecommunications Update**

### **CRISP Wireless**

In November 2020, WEROC Inc. provided letters of support for the CRISP Wireless applications to the Australian Government's Regional Connectivity Program and the State Governments, Digital Farm Grants Program.

On Monday 8 February 2021, the Executive Officer contacted Ms. Maree Gooch for an update on these applications. Ms. Gooch advised that CRISP Wireless was successful in their application to Round 3 of the Digital Farm Grants Program.

The total project being funded under this grant is valued at \$1.45 million and the Shire's that the project will cover include Tammin, Beverley, Quairading, Kulin and Yilgarn. There is not a specific start date for the project as yet.

Ms. Gooch extended her thanks to WEROC Inc. for their letters of support.

### **WA Grainbelt Commonwealth Feasibility Study**

*Attachment 16: Improved Connectivity in the WA Grainbelt Commonwealth Feasibility Study*

On 26 November 2020, the Hon. Melissa Price MP provided written responses to questions submitted by Members of the WEROC Inc. Board. This was forwarded to Members on 30 November 2020, along with the minutes of the Board meeting held on 26 November 2020.

One of the questions posed to Minister Price was, "what funding/support is available to improve digital connectivity within the Wheatbelt". The Minister provided a link to a media release dated 6 October 2020, from the Hon. Paul Fletcher, Minister for Communications, Urban Infrastructure, Cities, and the Arts, relating to the WA Grainbelt Connectivity Program. An excerpt from the media release is provided below:

#### ***Investing in telecommunications in the Western Australia Grain Belt***

*Following a feasibility study, the Government is providing up to \$1.8 million in grant funding for Wireless Internet Service Providers to improve connectivity in the Western Australia Grainbelt.*

*The increased and improved digital connectivity will support long-term productivity in agricultural industries and assist in recovery from the impacts of COVID-19 restrictions.*

*The program will provide grant funding to co-fund place-based fixed wireless connectivity solutions tailored to the needs of local communities in the region, enabling the delivery of improved connectivity to underserved areas.*

Minister Price advised that details of this program will be released in coming months. A copy of the feasibility study referred to in Minister Fletcher's media release is provided as an attachment.

### **Mobile Blackspot Program**

On 18 November 2020, the Hon. Paul Fletcher MP announced the opening of applications for Round 5A of the Mobile Blackspot Program. Round 5A is intended to test a range of different program designs to expand and improve mobile coverage for regional and remote areas. The application period was recently extended from 10 February to 5 March 2021.

The outcomes of Round 5A will inform the design of Round 6, which is expected to take place in the second half of 2021. Minister Price, in her letter to the Board, strongly urged Local Governments to identify their priority areas for improved mobile coverage and to contact the mobile carriers to make their support for these priorities known.

### 9.3 Update on Stage 5 of the Public Health Act

On Thursday 11 February 2021, the Department of Health WA provided an update on the implementation of Stage 5 of the Public Health Act. A key component of Stage 5 is the requirement for Local Governments to complete a Local Public Health Plan. The Department advised that:

“As a result of the State's response to COVID-19 taking precedence in 2020-21, the anticipated introduction of stage 5 of the Public Health Act during 2021 has to be modified. Revised timeframes for stage 5 implementation are now anticipated for completion by July 2022. The EHD will provide an update on the Public Health Act in our March webinar”.

The [webinar](#) will take place on 16 March 2021.

### 9.4 Dowerin Do-Over Regional Conference

NEWROC have partnered with the Wheatbelt Business Network, Town Team Movement, RAC, and the Shire of Dowerin to deliver a one-and-a-half-day conference over 29 and 30 April 2021. The conference is aimed at Local Government staff, elected members, community resource centre representatives and community and business organisations. Topics will include tourism attraction and retention, streetscape revitalisation and regional events.

More detail and a link to register is available via the Town Team Movement [website](#).

## 10. FUTURE MEETINGS

At the WEROC Inc. Board Meeting held on 26 November 2020 it was determined that:

- 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 Executive Officer has since spoken with Mr. Peter Clarke with regard to a preferred date in August for the proposed meeting and farewell function. Mr. Clarke advised that his leaving date is unknown and therefore suggested that the schedule of meetings be set without consideration to a farewell function.

Proposed meeting dates and locations for 2021:

Date	Time	Host Council
Monday 22 February	1.00pm	Shire of Kellerberrin
Tuesday 27 April	1.00pm	Shire of Merredin
Wednesday 23 June	10.00am	Shire of Bruce Rock
Wednesday 1 September	10.00am	Shire of Westonia or Yilgarn
Monday 22 November	1.00pm	Shire of Tammin

In developing the proposed scheduled of meetings, the Executive Officer has taken into consideration the following events/meetings:

- School and Public holidays
- The WALGA Local Government Convention (20 & 21 September)
- Great Eastern Country Zone meeting dates for 2021:

- Monday 22 February – Kellerberrin
- Tuesday 27 April – Merredin
- Monday 28 June – Kellerberrin
- Monday 23 August – Merredin
- Monday 22 November - Kellerberrin
- The Ordinary Council Meeting dates for WEROC Member Councils:
  - Shire’s of Bruce Rock, Yilgarn and Westonia, the third Thursday of each month
  - Shire of Tammin the last Thursday of each month
  - Shire’s of Kellerberrin and Merredin, the third Tuesday of each month
- The Dowerin Field Days (25 & 26 August)
- Local Government Professionals Annual State Conference (3-5 November)

**Recommendation:**

That the proposed schedule of meetings for 2021 be endorsed.

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

That the proposed schedule of meetings for 2021 be adopted.

**CARRIED**

The next meeting of the WEROC Inc. Board will be held in Merredin on Tuesday 27 April 2021.

**11. CLOSURE**

There being no further business the Chair closed the meeting at 3.27pm.

**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