



Council Meeting

Tuesday 27 August 2019

Kellerberrin Recreation and Leisure Centre

MINUTES

The meeting commenced at 12.48pm

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WEROC

Wheatbelt East Regional Organisation of Councils

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

An in-person Council Meeting commencing at 12.48pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

The Chair, Cr Onida Truran, opened the meeting at 12.48pm welcoming all in attendance with a particular welcome to Cr Michael Greenwood, President Shire of Tammin, Mr Neville Hale, CEO Shire of Tammin, Mr Nick Sloan CEO WALGA, Mr Tony Brown, Executive Manager Governance and Organisational Services, WALGA and Mr Steve Mason CEO, Innovation Central Midlands WA Inc.

Cr Truran also advised that NEWROC Executive Officer, Caroline Robinson, would be joining the meeting to discuss Agenda Item 6.7.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr Onida Truran (Chair)	President, Shire of Yilgarn
Cr Ram Rajagopalan	Deputy President, Shire of Bruce Rock
Mr Darren Mollenoyux	CEO, Shire of Bruce Rock
Cr Rod Forsyth	President, Shire of Kellerberrin
Mr Raymond Griffiths	CEO, Shire of Kellerberrin
Cr Ken Hooper	President, Shire of Merredin
Mr Greg Powell	CEO, Shire of Merredin
Cr Karin Day	President, Shire of Westonia
Mr Jamie Criddle	CEO, Shire of Westonia
Cr Wayne Della Bosca	Deputy President, Shire of Yilgarn
Mr Peter Clarke	CEO, Shire of Yilgarn
Mr Bruce Wittber	Joint Executive Officer

2.2 Apologies

Cr Stephen Strange, President Shire of Bruce Rock

Helen Westcott, Joint Executive Officer

2.3 Guests

Cr Michael Greenwood	President, Shire of Tammin
Mr Neville Hale	CEO, Shire of Tammin
Mr Nick Sloan	CEO, Western Australian Local Government Association (WALGA) (left the meeting at 1.12pm)

Mr Tony Brown	Executive Manager Governance and Organisational Services, WALGA (left the meeting at 1.12pm)
Mr Steve Mason	CEO, Innovation Central Midlands WA Inc (left the meeting at 1.59pm)
Ms Caroline Robinson	Executive Officer NEWROC (joined the meeting at 2.07pm and left the meeting at 2.20pm)

3. PRESENTATIONS/MEETINGS

Cr Truran advised that at this point of the meeting she would invite Mr Tony Brown, Executive Manager Organisational Services WALGA, to discuss his presentation *Changing Local Government Compliance and Auditing Requirements*. Details are recorded in numeric sequence.

3.1 **Participation by Innovation Central Midlands WA Inc (ICM) in a Renewable Energy Project - Presentation by Mr Steve Mason, CEO Innovation Central Midlands WA Inc (Attachment)**

Representatives from BSC Solar and Power Ledger met with the WEROC Executive on Wednesday 29 May 2019. Following a general discussion on the information presented to the WEROC Executive it was resolved as shown below:

RESOLUTION: *Moved: Greg Powell* *Seconded: Jamie Criddle*

That representatives from BSC Solar and Power Ledger be invited to address the WEROC Council on Wednesday 26 June to explain the potential benefits to Member Councils in developing small scale solar farms on Council owned land to assist in the development of a revenue stream through the sale of power generated by the solar farms.

CARRIED

Representatives from BSC Solar and Power Ledger met with WEROC Council on Wednesday 26 June 2019.

Following the presentation, it was agreed that the Executive Officer would make contact with Mr Jason Buckley (through the City of Kalamunda) and Mr Steve Mason, CEO Innovations Central Midland Inc (ICM) to ascertain if they were in a position to assist WEROC in developing a strategy related to solar farms.

Since the June 2019 WEROC Council Meeting Jason Buckley has left the City of Kalamunda where he had been working on a renewable energy project for the City. The City's Director Asset Services, Mr Brett Jackson has offered to meet and discuss the project with the Executive Officer if requested. At this point the Executive Officer has not requested a meeting.

Steve Mason has accepted an invitation to meet with WEROC Council to discuss the work his organisation has been undertaking in partnership with various groups to develop energy renewable options for its members.

ICM has partnered with the following companies to consider the possibility of building micro grids in the Central Midlands, i.e. the Shires of Dalwallinu, Moora and Wongan-Ballidu:

- BSC Energy;
- Power Ledger;
- CleanTech Energy;
- Sonnen; and
- The Shell Corporation.

The aim of the project is to provide more reliable, affordable and sustainable energy in regional areas and promote future economic growth while empowering the local communities.

There are three phases to the ICM project:

- Phase 1 - trial at Wongan Hills.

- Phase 2 (to run concurrently with Phase 1) - feasibility study to consider the viability of developing micro grids across the Central Midlands.
- Phase 3 (dependent on the outcome Phase 2) - implementation involving connected micro grids throughout the Central Midlands.

Phase 1 is currently underway. A summary of Phase 1 is provided below:

- 10 participants - businesses in Wongan Hills plus the Shires of Wongan-Ballidu and Moora.
- A new way of thinking about Power, ie Peer-to-Peer electricity trading across the regulated electricity network.
- Customers can buy cheaper renewable energy.
- Enable prosumers (businesses that have solar and are producing excess energy - which goes back in to the grid (and they receive no compensation for such) to receive instant income from renewable energy assets.
- Competitive advantage for innovative retailers – for this project, CleanTech Energy.
- Transparent, secure and instant electricity transactions, made possible through Power Ledger and its use of blockchain technology.
- Ability for participants to sell their excess energy direct to other businesses in the trial providing a better return than the "Feed in Tariff".
- More competitive electricity prices i.e. minimum (guaranteed) savings for participants range from 10 - 14.3%.

Steve Mason will provide a more detailed account of ICM's involvement in this project.

Refer also to Agenda Item 6.6.

3.2 Participation by Innovation Central Midlands WA Inc (ICM) in the WA SuperNet Project - Presentation by Mr Steve Mason, CEO Innovation Central Midlands WA Inc

In arranging the presentation on ICM's involvement in the renewable energy project currently underway in the Central Midlands the Executive Officer also learned of a further project the group is currently involved in – one of seeking better internet connectivity for its members and residents within their respective communities – WA SuperNet.

Given WEROC has discussed this issue previously, including the WA SuperNet Project, the Executive Officer invited Steve Mason to provide a brief overview of his group's involvement in the project.

The intent of the WA SuperNet project is to facilitate the delivery of Enterprise Grade Broadband to the Grainbelt (Northampton to Esperance) of WA. This will be achieved by building a "backhaul" network that includes 4,000 km of optic fibre cable laid primarily in the rail easements.

The backhaul network will include at least 100 "break out" points (with associated towers) with many of them located at CBH receival sites - last mile providers will be able to access the towers (to add their equipment) for the purposes of providing fixed wireless services to end users. Key partners in the project include the CBH Group and Arc Infrastructure.

ICM is currently in exclusive discussions with a major telco to have it build, manage and maintain the network. One possible outcome of this partnership will be a rival mobile network to Telstra.

WA SuperNet will allow "last mile providers" (retailers) to access wholesale prices at a cheaper rate than they are currently paying.

ICM has become involved in the WA SuperNet because:

- The incumbent major Telcos in Australia and NBN have not delivered the services required to allow people and businesses in the Grainbelt to take advantage of the global world and market we live in; and
- Without a "rival" backhaul network of significant size and functionality there will be no true competition in the marketplace and end users in the Grainbelt will continue to struggle with digital connectivity.

Steve Mason will provide a more detailed account of the ICM's involvement in this project.

A copy of Steve's presentation on Items 3.1 and 3.2 forms an attachment to the Minutes.[BW1]

3.3 Changing Local Government Compliance and Auditing Requirements – Presentation by Mr Tony Brown, Executive Manager Organisational Services WALGA

At the WEROC Executive Meeting held Wednesday 25 July 2018 in considering future projects it was resolved as follows:

RESOLUTION: *Moved: Darren Mollenoyux* *Seconded: Greg Powell*

That:

- 1. WE-ROC writes to the Department of Local Government and WALGA requesting that they jointly conduct a survey to determine the areas of concern for the sector with respect to local government compliance and auditing requirements, including the proposed changes to the Australian Accounting Standards and the impact of the role of the Auditor General in undertaking local government audits and performance management requirements; and*
- 2. Following the conduct of the survey, WE-ROC requests the Department, WALGA and Local Government Professionals develop the appropriate Policy templates to assist local governments in addressing any new requirements imposed by the Auditor General.*

CARRIED

A report was provided to the WEROC Council on 1 May 2019 when Tony Brown, WALGA's Executive Manager Governance and Organisational Services, provided the following comments:

Changing Local Government Compliance and Auditing Requirements

Further to the request from WEROC requesting a sector survey on the Local Government compliance and audit requirements following the Office of the Auditor General having responsibility for Local Government auditing. WALGA is undertaking a survey of the sector looking at the effect of the audit and compliance requirements on Local Governments and a review of pricing structure pre and post OAG involvement.

A review of the Performance Audits that have been undertaken will also be surveyed to see if there are any issues and/or benefits coming from these audits.

Apologies for the delay in carrying out this work, WALGA staff had prioritised the Local Government Act review process over the last 6 months.

Tony Brown was to have met with WEROC Council at its June Meeting but was unable to attend. He has accepted an invitation to present to Member Councils at this meeting of the WEROC Council.

This presentation was held immediately before Agenda Item 3.1 but is recorded in numeric sequence.

Given that all delegates had seen the presentation at the Great Eastern Country Zone Meeting it was not intended to repeat the presentation but to allow a general discussion on the issues Member Councils may have relating to audits undertaken by the Auditor General's Office (AGO).

During discussion Mr Brown indicated that it was intended to prepare an agenda item to State Council to develop an advocacy position in relation to AGO audits. It was also proposed to advocate for the State Government to continue paying for performance audits undertaken by the AGO as there is currently nothing in legislation to "enforce" this position.

1.12pm Mr Sloan and Mr Brown left the meeting

The meeting then returned to agenda item 3.1.

1.59pm Steve Mason left the meeting

4. MINUTES OF MEETINGS

4.1 Minutes from the Council Meeting held Wednesday 26 June 2019 (Attachment)

Minutes of the Council Meeting held Wednesday 26 June 2019 have previously been circulated to Member Councils.

RECOMMENDATION:

That the Minutes of the Council Meeting held Wednesday 26 June 2019 be confirmed as a true and correct record.

RESOLUTION: *Moved: Cr Hooper* *Seconded: Cr Day*

That the Minutes of the Council Meeting held Wednesday 26 June 2019 be confirmed as a true and correct record.

CARRIED

4.2 Business Arising – Status Report as at 14 August 2019

Executive Meeting Wednesday 27 March 2019

6.7 Raising Brand Awareness – Raising WEROC's Public Profile

RESOLUTION: *Moved: Greg Powell* *Seconded: Jamie Criddle*

That the WEROC Executive gave in-principle agreement to proceed utilising social media more effectively.

CARRIED

The Executive Officer has yet to meet with the Shire of Merredin's newly appointed media officer on this issue. It is hoped that a report will be available for the Executive Meeting scheduled for Wednesday 25 September 2019.

Executive Meeting Wednesday 29 May 2019

5.1 Future WEROC Projects – Asset Management Project

RESOLUTION: *Moved: Greg Powell* *Seconded: Darren Mollenoyux*

1. *That feedback be provided to Accingo on its draft asset audit report, with a request that the following issues be further reported on:
 - a) *Provision of data for the Shire of Merredin be made available as soon as possible;*
 - b) *An explanation as to why the asset audit report contained no information on trucks. If the data is available a request be made for it to be included in the final report provided to WEROC;*
 - c) *A request for the inclusion of information on the frequency an asset is used; and*
 - d) *Clarification of the data provided for the Shire of Bruce Rock, with details on the differences shown and why these differences occurred.**
2. *That Accingo be requested to have a further draft of its report variable for consideration by the WEROC Executive at its next meeting, scheduled for Wednesday 24 July 2019.*

CARRIED

The final report will be available for the Executive Meeting scheduled for Wednesday 25 September 2019.

7.1 LGIS Co-Ordinator

RESOLUTION: *Moved: Darren Mollenoyux* *Seconded: Greg Powell*

That:

- 1. Mr Ben Galvin from LGIS be invited to attend the next meeting of the WEROC Executive to discuss concerns Member Councils have with their region's current LGIS coordinator; and*
- 2. That should Mr Galvin be available to meet with the WEROC Executive on 24 July, Member Councils' Works Supervisors also be invited to attend the meeting.*

CARRIED

Ben Galvin and Jordan Reid from LGIS accepted an invitation to meet with the WEROC Executive on Wednesday 24 July 2019 but with the cancellation of the meeting the presentation did not take place.

Both Ben Galvin and Jordan Reid have accepted a further invitation to meet with the WEROC Executive at the meeting scheduled for Wednesday 25 September 2019.

7.4 Cyber Security and WEROC

It was agreed that each Member Council would seek an update from their respective IT staff and then discuss the matter at a future meeting of the Executive.

The Executive Officer has received two responses, one from the Shire of Merredin and the other from the Shire of Yilgarn.

Both the Shires of Merredin and Yilgarn believe that whilst not totally immune from hacking their systems have high levels of security applied and security is regularly updated.

The Shire of Yilgarn also commented that it would be interesting to hear the view of other Member Councils.

The Executive Officer seeks direction as to whether this matter should be further discussed or left until such time as there is a need to review the matter again.

RECOMMENDATION:

That the Status Report for August 2019 be received.

RESOLUTION: *Moved: Cr Forsyth* *Seconded: Mr Powell*

That the Status Report for August 2019 be received.

CARRIED

4.3 **Matters for Noting (Attachments)**

The following matters are presented for noting:

- Report of the Inquiry into the Shire of Perenjori, with a copy of the report forming an attachment to the meeting agenda. This report is of particular interest given WEROC's recent decision to seek costings for the review of Member Councils' records management procedures.
- On 13 August 2019 the Minister for Planning, Hon Rita Saffioti MLA released the Action Plan for Planning Reform. A copy of the plan can be accessed by following the link shown below:
<https://www.dplh.wa.gov.au/getmedia/075dc761-ad2a-4f43-99e2-91a246bb4114/PRJ-PR-Action-Plan>
The objective of the 19-point plan is to simplify and improve Western Australia's planning system. The Action Plan is the State Government's response to the Planning Reform Green Paper released in 2018.
- Wheatbelt Health Forum – NEWROC is hosting this forum at the Trayning Sports Club on Friday 20 September 2019. A copy of the "save date" flyer forms an attachment to the meeting agenda. An invitation to attend is extended to all WEROC Member Councils, both CEO's and Councillors.
- Information relating to the 2018/2019 audit has been provided to WEROC's auditors.

- In the latest edition of the ALGA Newsletter (dated Friday 16 August 2019) notice was given of a series of workshops to help Councils, especially in regional areas, upgrade their knowledge of road asset management and maintenance.

As part of the 2019/2020 Federal Budget the Australian Road Research Board (ARRB) is undertaking the development of a series of guides to assist local governments in enhancing their capabilities in road asset management and maintenance, with a focus on regional areas. As part of this project, ARRB are holding half-day workshops across Australia, during which local governments can share their views on managing and maintaining roads.

The half-day workshops will be in both capital cities and regional centres. Dates for the workshops to be held in Western Australia are shown below:

- Cranbrook on 30 August;
- Perth on 2 September; and
- Carnarvon on 4 September.

Details on how to register for the workshops can be found at the ARRB website.

Similarly, information on a free webinar on 10 September 2019 at 2:00 PM AEST can be found on the ARRB website.

The webinar will summarise the findings from the workshops as well as provide those that could not attend in person a chance to have their say.

RECOMMENDATION:

That the matters listed for noting be received.

RESOLUTION:

Moved: Cr Day

Seconded: Mr Clarke

That the matters listed for noting be received.

CARRIED

5. WEROC FINANCE

5.1 WEROC Finance Report as at 30 June 2019

File Reference: 042-2

Author: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 12 August 2019

Attachments: Nil

RECOMMENDATION:

That the WEROC Financial Report for the period ending 30 June 2019 be received.

Executive Officer’s Report:

Presenting the WEROC Statement of Receipts and Payments for the period ending 30 June 2019.

The Statement has a notes column added as per a request from Member Councils. An explanation for each of the notes is provided below.

Note 1	All annual subscriptions have been paid
Note 2	All general consultancy subscriptions have been paid
Note 3	WEROC interest to date
Note 4	Other income relates to an outstanding invoice from the Shire of Cunderdin for Contribution towards the 2018 AGO Holiday Planner Central Wheatbelt Self-Drive Page
Note 5	This allocation covers the expenditure on Executive Services for the year to 31 May 2019
Note 6	This allocation covers the expenditure on Financial Services including the annual audit
Note 7	The expenditure includes a contribution to the Discover the Wheatbelt Self Drive Campaign, business listing in Eastern Wheatbelt Visitor Guide, contribution to the Discover the Central Wheatbelt Self Drive Campaign, Exhibitor Space 2019 Caravan and Camping Show and sponsorship of Demos from the Wheatbelt.
Note 8	Cost of Executive Meeting teleconference
Note 9	This account covers the following expenditure during 2018/2019: <ul style="list-style-type: none"> • Annual website dee, CRM database and content management - \$1,000; • Added “Global search” to WEROC App - \$3,450; • WEROC App ongoing annual technology administration and maintenance - \$9,350; and • Domain name renewal - \$350
Note 10	Cost of posting letters to MPs and Senators
Note 11	Transfer to Wheatbelt Communities of amount incorrectly paid to WEROC in June 2018 and transferred in July 2018.

Consultation: Nil

Financial Implications: WEROC adopted Budget for 2018/2019

Voting Requirement: Simple Majority

RESOLUTION: Moved: Cr Hooper Seconded: Mr Criddle

That the WEROC Financial Report for the period ending 30 June 2019 be received.

CARRIED

Wheatbelt East Regional Organisation of Councils				
ABN 44 861 684 875				
1 July 2018 to 30 June 2019				
		2018/2019	Actual to	
		Budget		Notes
Income				
0501	General Subscriptions	\$ 50,000.00	\$ 50,000.00	1
0504	Consultancy & Project Reserve	\$ 10,000.00	\$ 10,000.00	2
0509	R2R Regional Housing 2012/2013 Interest	\$ -	\$ -	
0575	WE-ROC Interest received	\$ 1,000.00	\$ 777.15	3
	Other Income		\$ 100.72	4
	GST Output Tax		\$ 6,010.07	
	GST Refunds		\$ 4,900.00	
	Total Receipts	\$ 61,000.00	\$ 71,787.94	
Expenses				
1545	Bank Fees & Charges	\$ 100.00	\$ -	
1661	Executive Services	\$ 52,500.00	\$ 51,306.23	5
1687	Financial Services	\$ 11,000.00	\$ 5,282.60	6
1585	Consultant Expenses	\$ 40,000.00	\$ 4,732.27	7
1801	Meeting Expenses	\$ 500.00	\$ 86.71	8
1850	WE-ROC App Development & Maintenance	\$ 5,000.00	\$ 14,150.00	9
1930	Sundry	\$ 500.00	\$ 59.19	10
3384	GST Input Tax		\$ 7,561.73	
	Ato Payments		\$ 3,270.00	
	Suspense		\$ 2,200.00	11
	Total Payments	\$ 109,600.00	\$ 88,648.73	
	Net Position	-\$ 48,600.00	-\$ 16,860.79	
	OPENING CASH 1 July	\$ 172,805.00	\$ 167,779.84	
	CASH BALANCE 30 June 2019	\$ 124,205.00	\$ 150,919.05	
			\$ 1,117.12	
			\$ 149,801.93	
			\$ 150,919.05	

5.2 WEROC Finance Report as at 31 July 2019

File Reference: 042-2
Author: Helen Westcott, Executive Officer
Disclosure of Interest: Nil
Date: 12 August 2019
Attachments: Nil

RECOMMENDATION:

That the WEROC Financial Report for the period ending 31 July 2019 be received.

Executive Officer’s Report:

Presenting the WEROC Statement of Receipts and Payments for the period ending 31 July 2019.

An explanation for each of the notes is provided below.

Note 1	Four 2019/2020 annual subscriptions have been paid
Note 2	WE-ROC interest to date
Note 3	This allocation covers the expenditure on Executive Services for and covers the payment for June 2019
Note 4	This allocation covers the expenditure on Travel and covers the payment for June 2019
Note 5	This allocation covers the expenditure on Financial Services
Note 6	This is the part payment to Accingo for the Asset Management project

Consultation: Nil
Financial Implications: WEROC adopted Budget for 2019/2020
Voting Requirement: Simple Majority

RESOLUTION: **Moved: Mr Clarke** **Seconded: Cr Day**

That the WEROC Financial Report for the period ending 31 July 2019 be received.

CARRIED

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Wheatbelt East Regional Organisation of Councils (WEROC)				
ABN 28 416 957 824				
1 July 2019 to 31 July 2019				
		Budget 2019/2020	Actual to	Notes
Income				
0501	General Subscriptions WEROC	\$ 60,000	\$ 48,000.00	1
504.01	Consultancy & Project Reserve			
0575	WE-ROC Interest received	\$ 900	\$ 29.00	2
584	Other Income			
	GST Output Tax		\$ 4,800.00	
	GST Refunds			
	Total Receipts	\$ 60,900	\$ 52,829.00	
Expenses				
1545	WEROC Bank Fees & Charges	\$ 100		
1661.01	WEROC Executive Services Professional Services	\$ 55,000	\$ 3,741.65	3
1661.02	WEROC Executive Officer Travel and Accommodation	\$ 8,000	\$ 382.16	4
1687	WEROC Financial Services Accounting	\$ 7,000	\$ 110.63	5
1687.03	WEROC Financial Services Audit	\$ 3,750	\$ -	
1585	WEROC Consultant Expenses	\$ 30,000	\$ 8,500.00	6
1850	WEROC Management of WE-ROC App	\$ 5,000	\$ -	
1801	WEROC Meeting Expenses	\$ 500	\$ -	
1851	WEROC Insurance	\$ 5,000	\$ -	
1852	WEROC Legal Expenses	\$ 2,000	\$ -	
1853	WEROC Incorporation Expenses (including legal fees)	\$ 15,000	\$ -	
1930	WEROC Sundry	\$ 500	\$ -	
3384	GST Input Tax		\$ 1,273.47	
	Ato Payments		\$ -	
	Suspense Account		\$ -	
	Total Payments	\$ 131,850	\$ 14,007.91	
	Net Position	-\$ 70,950	\$ 38,821.09	
	OPENING CASH 1 July	\$ 160,927	\$ 150,919.05	
	CASH BALANCE 31 July 2019	\$ 89,977	\$ 189,740.14	
	Westpac One		\$ 19,910.41	
	Westpac Reserve		\$ 169,829.73	
			\$ 189,740.14	

5.3 List of Accounts

File Reference: 042-2
Author: Helen Westcott, Executive Officer
Disclosure of Interest: Nil
Date: 12 August 2019
Attachments: Nil

RECOMMENDATION:

That the Accounts Paid for the period 1 June 2019 to 31 July 2019 totalling \$20,251.16 be approved.

Executive Officer's Report:

Accounts paid during the period 1 June 2019 to 31 July 2019.

The list of accounts paid is submitted to each WEROC Council Meeting.

Accounts Paid:

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	040619	BHW Consulting	Professional Services, Accommodation and Travel May 2019	5,765.85
EFT	040619	Up to Date Accounting	Accounting Services May 2019	92.40
EFT	040619	Go 2 Guides	Domain name renewal	385.00
EFT	080719	BHW Consulting	Professional Services, Accommodation and Travel June 2019	4,578.71
EFT	080719	Up to Date Accounting	Accounting Services June 2019	79.20
EFT	170719	Blakejewel Pty Ltd (Accingo)	Part payment Asset management Project	9,350.00
Total				\$20,251.16

Consultation: Nil
Financial Implications: WEROC adopted Budgets for 2018/2019 and 2019/2020
Voting Requirement: Simple Majority

RESOLUTION: **Moved: Cr Day** **Seconded: Cr Rajagopalan**

That the Accounts Paid for the period 1 June 2019 to 31 July 2019 totalling \$20,251.16 be approved.

CARRIED

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With additional students coming into the Curtin University medicine program in 2020 an additional town has been selected to accommodate the increased number of students. Moora is the site selected to expand the program in 2020.

The University of Western Australian will not join the program in 2020.

The Executive Officer raised Member Councils concerns around the students needing more time with their billet families.

This concern is acknowledged by the Planning Group and it is hoped that all the students will be able to travel out to their billets on the Monday afternoon rather than the Tuesday morning as was the case for some of the students earlier this year. The desire to have additional time will, however, have to be factored against the students' academic commitments on the Monday morning.

As the action notes detail, each of the medical schools will include counselling and tools (both pre and post program) in anticipation of potential racist encounters.

It has also been agreed that the students will be co-billeted, ie across both medical schools.

The issue of a consistent alcohol policy has been discussed at both Steering and Planning Group level, with a copy of each university's student alcohol policy to be distributed to all Planning Group members. The Executive Officer will distribute copies of the policies to Member Councils once they become available.

In terms of additional membership, it has been agreed that the most appropriate place for this to occur is at the planning group level. Guests will be invited on an as needs basis. Should payment be required this will come from the budget as agreed to by the Steering Group.

It has also been agreed that a budget allocation be made to pay for Aboriginal engagement. This too will be funded from the project's budget as agreed to by the Steering Group. A policy framework around the payments for Aboriginal engagement is being developed.

The WMSIP Planning Group's next meeting is scheduled for Thursday 26 September 2019.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RESOLUTION: **Moved: Mr Clarke** **Seconded: Cr Rajagopalan**

That the:

- 1. Executive Officer's report be noted; and**
- 2. Action Sheet from the Meeting of the Wheatbelt Medical Student Immersion Program Planning Group held Wednesday 31 July 2019 be received.**

CARRIED

6.2 Curtin Wheatbelt Community Health Study

File Reference:	075-1 Local Hospitals 013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Shire of Kellerberrin) Advocacy (Shared Portfolio)
Disclosure of Interest:	Nil
Date:	14 August 2019
Attachments:	Nil

RECOMMENDATION:

That the Executive Officer's report be received.

Executive Officer's Report:

At the WEROC Executive Meeting held Wednesday 29 May 2019 a request for assistance from Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School was considered. Specifically, Dr Harper sought support for a research project developed as a direct result of Curtin student involvement in the Wheatbelt Medical Students Immersion Program this year and last.

The project is for an exploratory pilot study to be conducted in Merredin and Westonia with a view to offer the same type of research activity in the remaining WEROC Councils subject to the results obtained in the pilot study. The project's goal is to provide Member Councils with data that will assist in advocacy for improved health services.

Following consideration of the request, it was resolved as shown below:

RESOLUTION: Moved: Jamie Criddle Seconded: Greg Powell

- 1. That WEROC provide in-kind and financial support to a maximum of \$5,000 to Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School, to assist in the conduct of the "Curtin Wheatbelt Community Health Study: An exploratory research proposal".*
- 2. That the Executive Officer provide Dr Andrew Harper with a copy of the Verso Report.*

CARRIED

The Executive Officer advised Dr Harper of WEROC's decision, providing him with a copy of the Verso Report as requested.

The CEOs from both the Shires of Merredin and Westonia met with Dr Harper during the 2019 WALGA Convention to further plan for the project. Visits to both Merredin and Westonia will take place during the last weekend in August.

The CEOs may wish to provide further comment on the planning that has taken place to date.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RESOLUTION: **Moved: Cr Hooper** **Seconded: Cr Day**

That the Executive Officer's report be received.

CARRIED

6.3 The Future Governance for WEROC and Wheatbelt Communities Inc

File Reference: 031-4 Intergovernment Relations
Author: Helen Westcott, Executive Officer
Portfolio: CEO/Governances (Governance Shire of Yilgarn)
Advocacy (Shared Portfolio)
Disclosure of Interest: No interest to disclose
Date: 15 August 2019
Attachments: Nil

RECOMMENDATION:

That the Executive Officer's report be noted.

Executive Officer's Report:

The development of a new constitution was considered at the WEROC Council Meeting held Wednesday 26 June 2019 at which time it was resolved as shown below:

RESOLUTION: Moved: Mr Griffiths Secinded: Cr Forsyth

That the Shire of Tammin be approached to ascertain whether the Shire may wish to join/rejoin WEROC.

CARRIED

RESOLUTION: Moved: Cr Strange Secinded: Mr Criddle

That:

- 1. The Executive Officer's Report be received;*
- 2. Two members from each local government be appointed by the individual Member Councils to the WEROC Committee and the draft constitution be amended to reflect that arrangement in regard to membership;*
- 3. A draft constitution be developed and referred to Member Councils for comment prior to the WEROC Council Meeting on 21 August 2019; and*
- 4. The WEROC Executive Committee only meet on an as needs basis.*

CARRIED

The Executive Officer has contacted the Shire of Tammin's CEO regarding the Shire's desire to join/rejoin WEROC, with the outcome of these discussions being an invitation to the Shire to attend the August Meeting of WEROC Council.

This invitation has been accepted.

A draft constitution was prepared as per the above resolution and forwarded to Member Councils on Wednesday 31 July 2019 with a request that the draft be considered by Member Councils at their August meetings.

Following discussions with the WEROC CEO during the 2019 WALGA Convention it was determined that further work on the constitution was required, specifically to include wording from the Warren Blackwood Alliance of Councils Constitution. Work on redrafting the constitution has commenced but is as yet not ready for distribution to Member Councils. It is hoped that the work will be completed in early September.

Consultation: Nil
Financial Implications: As yet unknown

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Voting Requirement: Simple Majority

RESOLUTION: **Moved: Mr Clarke** **Seconded: Mr Mollenoyux**

That the Executive Officer's report be noted.

CARRIED

2.07pm Caroline Robinson entered the meeting to discuss Agenda Item 6.7

2.20pm Caroline Robinson left the meeting

6.4 Records Management in Local Government

File Reference:	013-2 Strategic and Future Planning 042-2 Finance, Audit and Compliance
Author:	Bruce Wittber, Executive Officer
Portfolio:	CEO/Governance (Shire of Yilgarn)
Disclosure of Interest:	Nil
Date:	15 August 2019
Attachments:	Request for Quotation

RECOMMENDATION:

That the WEROC Executive be given delegated authority to finalise the appointment of a qualified records management consultant to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.

Executive Officer's Report:

Following its review of the Western Australia's Auditor General report on the topic of records management in Local Government, the WEROC Executive resolved as shown when it met on Wednesday 29 May 2019:

RESOLUTION: Moved: Greg Powell Seconded: Jamie Criddle

That the WEROC Executive recommend to the WEROC Council that WEROC seek quotations from suitably qualified records management consultants to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.

CARRIED

WEROC Council approved this recommendation at a meeting held Wednesday 26 June 2019.

The Shires of Kellerberrin and Yilgarn provided the Executive Officers with the names of records management consultants who might be interested in submitted a quotation for the work required.

The Executive Officer contacted WALGA to determine whether it had any records management consultants on its preferred supplier panel. Currently WALGA does not have any on its panel.

The Executive Officer has prepared a request for quotation (RFQ), a copy of which forms an attachment to the meeting agenda.

The RFQ was sent to the following organisations:

- Compu-Stor (contact details provided by the Shire of Yilgarn);
- Information Enterprises Australia Pty Ltd (the Executive Officer has worked with Information Enterprises Australia Pty Ltd on similar projects to the one currently being undertaken by WEROC); and
- Kim Boulter (contact details provided by the Shire of Kellerberrin).

All three organisations have indicated that they will submit a costing.

Responses to WEROC's RFQ must be with the Executive Officer by 4.00pm on Friday 23 August 2019.

To allow work on the records management review to commence as quickly as possible after 23 August, the Executive Officer believes the WEROC Executive should be given delegated authority to appoint the consultant.

The recommendation presented represents that belief.

Meeting Comment:

Darren Mollenoyux advised that the Shire of Bruce Rock will not be part of the record management project. [BW2]

RESOLUTION: _____ **Moved:** Cr Forsyth **Seconded:** Cr Day

That the WEROC Executive be given delegated authority to finalise the appointment of a qualified records management consultant to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.

CARRIED

6.5 Participation by WEROC in Renewable Energy Projects

File Reference:	013-2 Strategic and Future Planning 135-1 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Economy (Bruce Rock) Advocacy (Shared Function)
Disclosure of Interest:	Nil
Date:	15 August 2019
Attachments:	Nil

RECOMMENDATION:

The matter is presented for discussion and decision.

Executive Officer's Report:

Following the presentation by Steve Mason, CEO Innovation Central Midlands WA Inc (ICM), on ICM's involvement with BSC Energy, Power Ledger and others in developing sources of renewable energy WEROC Council may wish to consider more formal investigation in how participation in such activities may benefit both Member Councils and their respective communities.

As detailed in Agenda Item 3.1, Jason Buckley has left the City of Kalamunda where he had been working on a renewable energy project for the City. The City's Director Asset Services, Mr Brett Jackson has offered to meet and discuss the project with the Executive Officer if requested. At this point the Executive Officer has not requested a meeting.

RESOLUTION: **Moved: Cr Rajagopalan** **Seconded: Mr Criddle**

That WEROC:

- 1. Initiate discussions with BSC Energy and Power Ledger seeking the conduct of a pre-feasibility study in respect to developing a micro-grid system across the WEROC geographic area; and**
- 2. Extend an invitation to Steve Mason to meet with WEROC Council in 2020 to provide an update on Innovation Central Midlands WA Inc's renewable energy project.**

CARRIED

6.6 Public Consultation- Pesticides Regulation Review in Western Australia

File Reference:	013-2 Strategic and Future Planning 013-4 Intergovernmental Relations
Author:	Helen Westcott, Executive Officer
Portfolio:	Environment (Shire of Merredin) Advocacy (Shared Function)
Disclosure of Interest:	Nil
Date:	14 August 2019
Attachments:	Letter from Dr Andrew Robertson, Chief Health Officer, re the Department of Health's review of the <i>Health (Pesticides) Regulations 2011</i> WALGA Infopage

RECOMMENDATION:

That WEROC:

1. Encourages Member Councils to complete the online survey developed by the Department of Health as part of its review of the *Health (Pesticides) Regulations 2011*;
2. Member Councils share the information provided in the online survey with WALGA as it works on a sector wide submission around the review of the *Health (Pesticides) Regulations 2011*; and
3. WEROC prepare a submission that highlights the potential difficulties small rural and remote local governments may face if Option C is adopted by the State Government as an outcome of its review of the *Health (Pesticides) Regulations 2011*.

Executive Officer's Report:

The Shire of Westonia has requested that the review of the *Health (Pesticides) Regulations 2011* currently underway be listed for discussion by WEROC Council.

Like the Shire of Westonia, Member Councils will have received correspondence from Dr Andrew Robertson, Chief Health Officer, re the Department of Health's review of the *Health (Pesticides) Regulations 2011*. The review is required as part of the implementation of the *Public Health Act 2016* (the Act).

The implementation of the Act requires a review of all existing public health regulations, including the *Health (Pesticides) Regulations 2011*.

The objective of this review is to ensure appropriate measures are in place to minimise public health risks associated with the use of pesticides in WA. The Department of Health (the Department) seeks to determine the best option for managing the public health risks associated with pesticide safety to meet community needs in the future. Principal stakeholders for the review will include:

- Local Government including WALGA;
- State Government;
- Individuals and organisations captured by pesticide safety regulations in WA;
- Individuals using high risk pesticide chemicals exempted from licensing in WA;
- Registered Training Organisations; and
- General public.

The Department has prepared a discussion paper to assist in discussion around the review.

The Pesticides Regulation Discussion Paper examines the existing regulatory environment of the pesticide industry and considers how the current safety measures may be re-constructed using a modern approach.

A copy of the discussion paper can be found by following the link shown below:

<https://consultation.health.wa.gov.au/environmental-health-directorate/pesticides-regulation-review/>

An online survey has been prepared as part of the Department's process of consultation. This survey presents a series of options and proposals for regulating the application of pesticide chemicals. Respondents are encouraged to use quantitative data in their answers where possible.

The online survey can be accessed by following the link shown above.

The results of this consultation will inform the development of the reforms, with the findings intended to give a broad overview of stakeholder opinion. These will be incorporated into an implementation strategy once results from the review process are finalised.

The discussion paper presents three (3) options for reform of pesticide regulation.

The preferred direction of the Department is to pursue Option C, which is to repeal the current Regulations and replace them with new regulations under the *Public Health Act 2016*. Within Option C is a number of ways in which the regulations can be developed. One of the suggested ways in which pesticide regulation could be developed is for devolution of the enforcement function of pesticide regulations to local government.

The question which must be asked, do Member Councils want to take on the enforcement function of pesticide regulations? Whilst it is recognised that Local Government already undertakes enforcement functions under the Public Health Act through the inspection of licenced food premises etc, does Local Government wish to take on another State Government function, ie allow still further cost shifting from the State Government to Local Government?

In detailing Option C, the discussion paper provides both advantages and disadvantages to the adoption of Option C. Advantages include:

1. Adequate management of public health risks associated with the use and operation of pesticide chemicals;
2. Public safety maintained at a consistently high standard;
3. Local Government may utilise cost recovery for registration and inspection;
4. Consistency in the application and enforcement of legal obligations;
5. Recommends the introduction of Substance Management Plans for directing greater responsibility onto high risk pesticide users; and
6. Reduces current State Government regulatory burden, as proposed changes seek to remove and reduce unnecessary requirements.

Disadvantages associated with Option C include:

1. Changes to regulation may initially result in confusion and extra costs to enforcement agencies upon commencement; and
2. Will require information and training to those impacted.

At face value it would appear that Option C has much to offer and it does for the State Government because if adopted Option C will see Local Government become responsible for the application and enforcement of any obligations defined within the new pesticide regulation. There is little, however, to recommend Option C to Member Councils because all the advantages identified can still be achieved with the State Government retaining responsibility.

In addition to participation in the online survey, the Department is also accepting written submissions.

Submissions must be received by 5:00pm (WST), Thursday 10 October 2019. Late submissions will not be considered.

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WALGA has prepared an Infopage on the review, a copy of which forms an attachment to the meeting agenda. Through the Infopage it is seeking feedback on the discussion paper and in particular a local government's view on:

- It's preferred option;
- Whether Local Government is "best placed" to be the enforcement agency; and
- The resource and other cost implications of these proposed changes.

WALGA is encouraging Councils to send written feedback based on the questions above, or a copy of their completed survey to its Community team to assist in developing a sector submission.

At a time when the sector is under attack from several quarters on what some perceive as the excessive red tape applied by local governments across the State, the last thing the sector needs is further administrative burdens to be thrust upon it.

It should be noted that the discussion paper does not detail how (if at all) Local Government will be compensated for taking on the role of enforcing the new regulations once developed. Similarly, it also does not detail how cost recovery in the longer term is going to be managed, what mechanisms will be put in place at the time the new regulations come into force to ensure Local Government will be able to charge true recovery costs into the future.

The discussion paper also does not take into consideration the potential difficulties for small rural and remote Councils in being responsible for the enforcement of the pesticide regulation once legislated.

The Executive Officer believes that a multipronged approach should be taken to the review of the *Health (Pesticides) Regulations 2011*. To this end it is suggested that:

1. Member Councils look to completing the online survey developed as part of the consultation process;
2. Member Councils share this information with WALGA as it works on a sector wide submission; and
3. WEROC prepare a submission that highlights the potential difficulties small rural and remote local governments may face if Option 3 is adopted by the State Government as an outcome of its review of the *Health (Pesticides) Regulations 2011*.

The recommendation as presented provides for this.

Meeting Comment:

Greg Powell raised the issue of Member Councils use of "Roundup" and whether any trials were being undertaken to use a non-herbicide product. The general advice was that trials of alternate products were not being undertaken.

RESOLUTION:

Moved: Cr Day

Seconded: Cr Rajagopalan

That WEROC:

1. Encourages Member Councils to complete the online survey developed by the Department of Health as part of its review of the *Health (Pesticides) Regulations 2011*;
2. Member Councils share the information provided in the online survey with WALGA as it works on a sector wide submission around the review of the *Health (Pesticides) Regulations 2011*; and
3. WEROC prepare a submission that highlights the potential difficulties small rural and remote local governments may face if Option C is adopted by the State Government as an outcome of its review of the *Health (Pesticides) Regulations 2011*

CARRIED

6.7 Support for NEWTravel and Roe Tourism Application for a QANTAS Regional Grant

File Reference:	013-2 Strategic and Future Planning 132-1 WEROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-1 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Economy (Bruce Rock) Shared Function (Advocacy)
Disclosure of Interest:	Nil
Date:	19 August 2019
Attachments:	Joint NEWTravel Roe Tourism Project Summary

The matter is presented for discussion and decision

Executive Officer's Report:

As previously advised to members of the WEROC Executive, WEROC's support for a joint funding application by NEWTravel and Roe Tourism has been received. This request was conveyed by email to the WEROC Executive on Monday 12 August 2019. To quote from the email:

Hello everyone

Just prior to the commencement of the WALGA Convention I received an email from Caroline Robinson seeking WEROC's support for a funding application being jointly prepared by NEWTravel (NT) and Roe Tourism (RT). To quote from Caroline's email:

Roe Tourism and NEWTravel are looking to apply for a QANTAS Regional Grant (closing end of August). The grant can either be for cash or QANTAS marketing expertise - Linda Vernon from NEWTravel is just looking in more detail as to what to apply for.

In addition, I think the Stronger Regions Grant may be another to apply for as well as others along the way.

A presentation to WEROC would be great or just an indication of their support (if they agree) for a QANTAS grant application - for this grant, no co contributions are required.

The groups then hope to present to the WDC and Australia's Golden Outback.

WEROC's thoughts would be most appreciated.

(My involvement in this project is to get some momentum and provide strategic advice, having recently done the NewTravel and Roe Tourism strategic plans, of which this project stems from)

As you can see from Caroline's email, WEROC's support is needed as soon as is practicable because the QANTAS Regional Grant closes at the end of the month.

In principle the idea seems to be a very good one as it focuses on a collaborative approach to tourism across the region.

A copy of the project plan is attached for your information and comment.

I do, however, have some concerns, each of which is detailed below.

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- How will the project plan accommodate participation from those local governments that are signatory to the Central Wheatbelt Visitor Centre (CWVC) MoU but not part of either NEWTravel (NT), Roe Tourism (RT) or WEROC? How will their views be considered moving forward? What financial contribution (if any) will be expected of these local governments?
- The Project Plan states that
 - ... RT, NT and the CWVC have recognised the need for marketing expertise to develop:
 - A clear tourism brand across each of the organisations
 - Clear storylines that link each established tourism product (Wheatbelt Way, Pathways to Wave Rock, Golden Pipeline) and tourism assets (granite outcrops, stars, wildflowers etc)
 - Image gallery
 - Social media collateral
 - Printed media collateral
 - Media writing

To date WEROC has received nothing from the CWVC on its views re the project being suggested by NT or RT.

I believe that given that the CWVC is the major way in which most of WEROC's Member Councils find their "regional voice" for tourism WEROC needs to hear the views of the CWVC on the project.

Greg I know that some of the work around this may have happened whilst you were away but could you please find out what involvement (if any) the CWVC has had in the development of the project plan. Thankyou.

Similarly, Darren, could you please provide Member Councils with the views of RT's members regarding the development of the project plan. Thankyou.

- Whilst the Qantas grant requires no co-contribution from the successful applicant(s) in all likelihood, future funding applications may well require some form of financial commitment from the applicant(s) and certainly any fees paid to a "marketing panel" will. This then raises the question of partnership and what "rights and responsibilities" will WEROC's Member Councils have should the project go ahead. This is of particular importance (and potential concern) at the time tender specifications are developed. Is what is currently presented in the best interests of WEROC's Member Councils or should there be other tasks required of the panel? Could the panel be configured differently, ie could a single agency deliver the same outcomes as appointing 5 people to a panel? Are some of the currently listed tasks unnecessary from a WEROC perspective?
- In terms of financing the project there has been no indication as to what form of governance structure will be in place to oversee project should it be undertaken. This is something that should be investigated before any commitment to providing funds is made. WEROC should be an equal partner in any project developed if it is expected to contribute on the same basis as NT and RT.
- It should also be noted that the funding implications for the CWVC have not been explained. This may well be because it will not be expected to make one but it would be good to know if this indeed will be the case. And if it is expected to make a financial contribution what impact will that have on the fees that WEROC's currently pay to the CWVC?
- Work on the project is set to commence during the 2019/2020 financial year. Currently there is nothing in the budget to cover any involvement by WEROC in the project as outlined by the project plan presented by Caroline Robinson on behalf of NT and RT.
- From a strategic perspective, how will this project align with any work Member Councils will want to do once it has a new governance structure in place?

As you will note from Caroline's email, WEROC's feedback to both NT and RT is sought.

If you could please provide your views so that I can in the first instance provide feedback as requested and then to prepare and item for consideration at the WEROC Council Meeting on 27 August. Caroline Robinson has indicated that NT and RT are happy to meet with WEROC if requested.

If I could have your comments no later than lunchtime on Friday 16 August that would be very much appreciated.

Take care and hear from you in due course.

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HW

At the time of preparing this item of the meeting agenda the Executive Officer had received from all but the Shire of Westonia.

Each response is provided below.

Peter Clarke, CEO Shire of Yilgarn wrote emailed as follows on Tuesday 13 August 2019:

Hi Helen

Question, why is WEROC mentioned when NEWROC and ROEROC is not and are NEW Travel and Roe Travel separate entities from their ROC's? I thought it should just be the CWVC as we are all members of that group, I would presume. That way it eliminates WEROC and is left to the CWVC as the participating organisation/supporter in the funding application.

I don't object to what NEW Travel and Roe Tourism are proposing, just the inclusion of WEROC particularly. Also the lateness in the request for support without it being presented to WEROC, which I believe should be done prior to advising of any support.

Hope this helps.

Darren Mollenoyux, CEO Shire of Bruce Rock provided the following response on Friday 16 August 2019:

Hi Helen,

Talking to Ashleigh who is our rep at Roe Tourism, they will be discussing in further detail at their meeting next week.

The idea is a combined approach to the funding to achieve a greater (wider) area to make it more attractive to market and fund. The bigger the area the greater the benefit.

At this stage they are really only asking for in principal support.

Hope this helps.

In an email to Greg Powell, CEO Shire of Merredin, on Friday 16 August the following information on the project was provided by Robyn McCarthy, Manager of the Central Wheatbelt Visitor Centre.

Hi Greg.

Sorry this has taken all week, I am glad it is Friday!!

I believe the CWVC will still remain the conduit for tourism for our WEROC & member shires for this project as we have done in the past with cooperative marketing, brochure reprints, regional promotion & training opportunities.

WEROC will remain an EW tourism partner as will Roe Tourism & NewTravel (NEWROC) will be through this project if WEROC wish to support this project in principle.

As the CWVC manager, I have only had an initial meeting with Caroline, NewTravel & Roe Tourism reps to brainstorm ideas going forward with EW Tourism, the Joint Project Summary are the outcomes from this meeting.

NewTravel is driving the project as Wheatbelt Way and have committed \$2,000 towards Caroline's initial engagement and commitment to this project. I don't believe the other tourism groups will be required to contribute towards this initially.

It will be Caroline's role to deliver the project plan to each of the EW Tourism partners and at a future WEROC meeting. Any questions WEROC has on financial implications, funding should be directed to Caroline when the opportunity occurs.

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The EW tourism groups (and self-drive trails) will remain the same but with future funding could deliver a more consistent and coordinated marketing approach through a team of professionals to deliver a consistent brand to AGO for future Wheatbelt cooperative marketing campaigns.

In my view, it will be the same EW tourism partners working together better for the benefit of the whole of the region under the guidance of a professional team engaged with funding.

The Shire of Kellerberrin provided a response on Monday 19 August that indicated they were happy for WEROC to support and work with the other groups on the project.

An invitation to a Caroline Robinson to meet with WEROC Council to further discuss this request has been extended. She is, however, on leave until 23 August so at the time of preparing the meeting agenda the Executive Officer is unsure as to her availability.

The above information is presented for discussion and decision.

RESOLUTION: **Moved: Cr Forsyth** **Seconded: Cr Day**

That the WEROC Council provide a letter of support for the NEWTravel and Roe Tourism Application for a QANTAS Regional Grant.

CARRIED

6.8 **Funding to Support and Mentor Local Governments to Assist in the Development of Public Health Plans**

File Reference:	013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Kellerberrin) and Environment (Merredin) Shared Function (Advocacy)
Disclosure of Interest:	Nil
Date:	15 August 2019
Attachments:	Nil

RECOMMENDATION:

That Ms Jo Malcolm from the Public Health Advocacy Institute of WA be invited to the September meeting of the WEROC Executive to discuss the potential for WEROC's Member Councils to access funding to assist them in developing and implementing their respective Public Health Plans.

Executive Officer's Report:

In her capacity as joint Executive Officer for the Central Country Zone, the Executive Officer has become aware of a potential funding opportunity for WEROC's Member Councils.

The Public Health Advocacy Institute of WA (PHAIWA) has received funding to provide a service to support and mentor local governments to assist them in developing their Public Health Plans, in line with the upcoming implementation of Phase 5 of the *Public Health Act 2016*.

PHAIWA has extensive experience working with local governments, having presented at a number of forums on this subject. It has also developed a Public Health Planning Guide which can be accessed by following the link provided below:

<https://www.phaiwa.org.au/local-government/>

To quote from some of the information received about the funding program:

PHAIWA is excited to launch the Public Health Planning Advisory Service which is a project aimed at supporting local governments around WA through the process of developing and implementing their public health plan.

PHAIWA will initially be offering a support and mentoring component of the project which will focus on the important initial phase for local governments in the early stages of the public health planning process. This will involve providing support to the Officers in assisting them to develop their case and garner support from their Elected Members. It could also involve providing stakeholder connections and general advice on "what's next" for local governments who may be further along with their planning process or have hit a barrier.

Stage two of the project will offer more in-depth and thorough support for a select few local governments, how to apply for this assistance and what it may include and involve will be announced at a later date through our channels and directly to any local government who has used the mentoring service.

If you are a local government unsure of how to start your public health plan or wondering about what is next in your current plan's process and wish to access this service, please contact Jo Malcolm by [email](#).

Jo Malcom is a Senior Research Officer with PHAIWA.

The Executive Officer believes that an invitation should be extended to Ms Malcom to meet with the WEROC Executive when it meets on Wednesday 25 September 2019 to discuss the potential for Member Councils to apply for funding to assist them in the development and implementation of respective public health plans.

Meeting Comment:

It was suggested that relevant staff could also contribute to the discussion at the WEROC Executive Meeting.

RESOLUTION: **Moved: Cr Day** **Seconded: Cr Rajagopalan**

1. That Ms Jo Malcolm from the Public Health Advocacy Institute of WA be invited to the September meeting of the WEROC Executive to discuss the potential for WEROC's Member Councils to access funding to assist them in developing and implementing their respective Public Health Plans.
2. That Member Councils be requested to extend an invitation to relevant staff to attend the presentation and discussion.

CARRIED

6.9 Ongoing Development of the WEROC App and Website

File Reference:	013-2 Strategic and Future Planning 132-1 WE-ROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function (Economic Development currently through Wheatbelt Communities Inc)
Disclosure of Interest:	No interest to disclose
Date:	20 August 2019
Attachments:	Digital Economy Enablement Strategy Overview

RECOMMENDATION:

That prior to the Executive Officer applying for funding for further work on either the WEROC App or website:

- 1. The WEROC Executive determine what areas should be targeted, with a report and recommendation to be presented at the WEROC Council Meeting scheduled to be held Wednesday 30 October 2019; and**
- 2. Any applications for funding be based only upon decisions arising from WEROC Council's consideration at the meeting scheduled for Wednesday 30 October 2019.**

Executive Officer's Report:

To aid discussion around the recommendation provided on this matter the Executive Officer has provided a brief history of the work around the WEROC App and website. Whilst this report covers only work around the WEROC App, the further development of the WEROC website needs also to be considered by WEROC Council as it has been developed as part of the App's evolution.

In early 2016 WEROC embarked on a project to develop a mobile app, engaging Go2EVENTS¹/Peacock Digital to assist in its endeavours. At a meeting held Wednesday 27 April 2016 WEROC Council resolved as follows:

RESOLUTION: *Moved: Cr Hooper* *Seconded: Cr Forsyth*

That:

- 1. WE-ROC accept the quote provided by Go2EVENTS/Peacock Digital to develop a mobile application for WE-ROC that will provide information to both residents and visitors to the communities across WE-ROC;*
- 2. Development of the mobile application be done as a Wheatbelt Communities Inc project with funding through the WE-ROC project account; and*
- 3. The annual maintenance be met by WE-ROC should funding for maintenance of the application not be met by way of subscriptions.*

CARRIED

Since that time WEROC/Wheatbelt Communities Inc has worked with Steven Peacock to digitally enable the communities across the region covered by Member Councils. This work has at times not been easy for a variety of reasons. For example, the work agreed to early in 2017, as detailed in the resolution below (and agreed to at a Wheatbelt Communities Inc meeting held Wednesday 29 March 2017) was never fully undertaken.

¹ Note that Go2Events has become go2GUIDES.

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

That:

- *The report on the development of the WE-ROC mobile app be noted;*
- *Wheatbelt Communities' Member Councils have responsibility for the management of their "local" content for a period of six months at which time a review will be undertaken to determine whether or not the management of the app should be outsourced;*
- *Training on managing the app be arranged as soon as possible for those officers across Wheatbelt Communities given the responsibility of managing content within their respective communities;*
- *The Executive Officer approach both Go2EVENTS/Peacock Digital and the Wheatbelt Business Network for a costing for managing app content, listings etc on the app; and*
- *The Executive Officer prepare a draft charging policy for users of the app.*

CARRIED

Training on the App was provided but for many reasons did not see the management of content occurring in a way that allowed for greater development or uptake of the App.

Management of the App was not given to the WBN, with Wheatbelt Communities Inc resolving on Wednesday 15 May 2017 as follows:

By consensus it was agreed that the Central Wheatbelt Visitors Centre would be approached to manage the content of the WE-ROC app.

This decision was augmented by a further decision WEROC Council at a meeting held Wednesday 28 February 2018, at which time it was resolved:

RESOLUTION: *Moved: Cr Forsyth* *Seconded: Cr Hooper*

That:

1. *WE-ROC agree to continue providing financial support for the WE-ROC App;*
2. *WE-ROC look to fund the Central Wheatbelt Visitors Centre for a two-period commencing on 1 July 2018 and concluding on 30 June 2020, with a review of the contract during the first quarter of the 2019/2020 financial year;*
3. *WE-ROC enter into negotiations with the Wheatbelt Business Network to assist with the future development of the WE-ROC App, particularly in the area of promoting and encouraging business to register on the WE-ROC App; and*
4. *In developing the WE-ROC Budget for 2018/2019, for WE-ROC Council's consideration, the WE-ROC Executive develop a financial plan for the management and future development of the WE-ROC App.*

CARRIED

In addition to further funding for the App WEROC Council also briefly considered a discussion paper prepared by go2GUIDES which looked at developing a strategy that provide WEROC with greater digital enablement. At the time, WEROC Council resolved as shown below:

RESOLUTION: *Moved: Cr Strange* *Seconded: Mr Griffiths*

That the WE-ROC Executive use the discussion paper, "Digital Economy Enablement Strategy", prepared by go2Guides in its discussions when preparing the draft WE-ROC Budget for 2018/2019.

CARRIED

This did not occur in any great detail at the Executive Meeting held Wednesday 28 March 2018.

Other matters related to the WEROC App were, however, considered, with the Executive resolving as shown below:

WEROC Council Meeting Tuesday 27 August 2019 - Minutes

RESOLUTION: Moved: Raymond Griffiths Seconded: Darren Mollenoyux

That:

- 1. Subject to its review, WE-ROC enter into a contract with the Wheatbelt Business Network to assist WE-ROC with the future development of the WE-ROC App, particularly in the area of promoting and encouraging business to register on the WE-ROC App; and*
- 2. Signage advertising the WE-ROC App should be purchased and installed without delay.*

CARRIED

Work with the WBN was undertaken. Physical signage has not been erected to date but advertising of the App is done through the Central Wheatbelt Visitor Centre and organisations with which it is affiliated, eg Australia's Golden Outback.

A proposal by go2GUIDES to continue work on the WEROC App was considered as part of budget deliberations, with WEROC Council resolving as follows when it met on Wednesday 2 May 2018:

RESOLUTION: Moved: Mr Griffiths Seconded: Mr Powell

That WE-ROC accept the proposal and costing provided by go2Guides for the further development of the WE-ROC App at a cost of \$8,520 (GST exclusive).

*CARRIED
7/1*

The above decision was taken because the proposal was considered to provide "value for money".

This funding represents the amount spent by WEROC in the last financial year on the WEROC App project.

Work undertaken by the WBN on WEROC's behalf highlighted the problems faced in getting greater uptake by local businesses across WEROC. Because of this WEROC Council resolved as follows when it met on Wednesday 22 August 2018:

RESOLUTION: Moved: Cr Forsyth Seconded: Mr Powell

That WE-ROC enter into discussions with the Wheatbelt Business Network (WBN) to postpone completion of Stage Two of work associated with improvements and further development of the WE-ROC App and website in order to undertake Stage Three of the contract between its contract with the WBN.

CARRIED 7/1

At the WEROC Council Meeting held Wednesday 24 October 2018 the Executive Officer was requested to research the Agreement/Contract between WEROC and go2GUIDES to ascertain whether there were any ongoing commitments in relation to the development of the WEROC App in order for this to be referred to the Executive Meeting scheduled for Wednesday 28 November 2018.

This research identified that WEROC still had contractual obligations to go2GUIDES.

At this meeting the WEROC Executive also met (via teleconference) with Steven Peacock and Fabian Vleer from Go2UIDES. Following this meeting it was resolved as shown below:

RESOLUTION: Moved: Greg Powell Seconded: Jamie Criddle

That WE-ROC seek a project brief, implementation plan and costing from go2GUIDES to market the WE-ROC App as means to attract visitors to the region.

CARRIED

go2GUIDES provided WEROC with the information requested and at the WEROC Executive Meeting held Wednesday 13 February 2019 it was resolved as follows:

WEROC Council Meeting Tuesday 27 August 2019 - Minutes

RESOLUTION: Moved: Darren Mollenoyux Seconded: Jamie Criddle

That the WEROC Executive recommend to the WEROC Council that:

- 1. Subject to successful grant funding applications to assist WEROC in resourcing the WEROC App Marketing Project, WEROC look to fund the project in the 2019/2020 financial year and beyond; and*
- 2. Go2GUIDES be advised of WEROC's decision.*

CARRIED

This action was agreed to by WEROC Council when it met on Wednesday 27 February 2019.

The Executive Officer advised the attendees at the WEROC Council Meeting on Wednesday 1 May 2019 she had conveyed WEROC's decision to go2GUIDES.

Since returning from leave the Executive Officer in July has received various documents and costings from go2GUIDES in an effort to work on finding funding to further the WEROC App. At this point the most relevant document is the *Digital Economy Enablement Strategy Overview* prepared for WEROC by go2GUIDES a copy which forms an attachment to this item. Provided as "Commercial in Confidence" the overview outlines how ongoing use and further refinement of the App will aid in showcasing the region to an audience beyond the communities within WEROC.

As the Executive Officer has noted previously, the development of the WEROC App has created a means of showcasing businesses and attractions (both social and environmental) to an audience far greater than just the residents and businesses within the WEROC region. It provides a mechanism for WEROC and the communities it represents to lift the region's economic footprint through becoming more digitally enabled.

For the Executive Officer to look at funding sources and prepare applications to further the development and marketing of the App and website, Member Councils need to be aware that funding of any significance is likely to require a contribution from WEROC.

Is WEROC willing to commit, where required, to a co-contribution in any funding application lodged?

There is also the question of who will manage the App and website once development is completed and how that will be funded.

In discussions the Executive has had with the Shire of Merredin, the Shire has agreed to manage the App but would do so only on a fee for service basis. Given that this is recurrent expenditure it is extremely unlikely that grant funding, even with a contribution from WEROC, will be available.

Again, is WEROC willing to commit to this expenditure? Such a commitment will be vital. It will also be ongoing.

If Member Councils answer yes to each of the above questions then there must be discussion around what aspects of the WEROC App and website development and marketing do they wish to focus on? Only when these issues are resolved can funding sources be identified and meaningful applications prepared.

This would be a task the Executive could undertake and provide recommendation on to WEROC Council. Once agreement has been reached on what aspects of the App to focus upon the Executive Officer will be in a position to find sources of funds relevant to WEROC's needs.

If WEROC determines it does not wish to expend any funds then there is no point to applying for funding.

The recommendation as presented allows for exploring ways to fund the WEROC without total reliance on WEROC funding any work required.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RESOLUTION: **Moved: Cr Hooper** **Seconded: Cr Rajagopalan**

That prior to the Executive Officer applying for funding for further work on either the WEROC App or website:

- 1. The WEROC Executive determine what areas should be targeted, with a report and recommendation to be presented at the WEROC Council Meeting scheduled to be held Wednesday 30 October 2019; and**
- 2. Any applications for funding be based only upon decisions arising from WEROC Council's consideration at the meeting scheduled for Wednesday 30 October 2019.**

CARRIED 6/4

7. EMERGING ISSUES

Nil

8. OTHER MATTERS

8.1 2019 Returning Officer's Manual

Raymond Griffiths expressed his concern that the 2019 Returning Officer's Manual had not been released and given that nominations open next week he felt this was unsatisfactory given that there were a number of changes to requirements.

A discussion with the Department of Local Government, Sport and Culture did not prove very productive.

Whilst the meeting was in progress it was noted that the 2019 Manual had been released.

9. FUTURE MEETINGS

WEROC Executive Wednesday 25 September 2019 (Shire of Yilgarn)
Note: An in-person meeting will be required to attend to a number of issues, including:

- The asset review report prepared by Accingo;
- A meeting with representatives from LGIS to discuss concerns about the region's current LGIS coordinator; and
- Any decisions requiring work by the WEROC Executive from the WEROC Council Meeting held 27 August 2019.

WEROC Council Wednesday 30 October 2019 (Shire of Westonia)

10. CLOSURE

Prior to the close of the meeting Cr Hooper noted that this was the last meeting for the Chair Cr Truran as she was retiring from the Shire of Yilgarn at the next election. He expressed on behalf of WEROC its thanks for the service that Cr Truran had given and for chairing WEROC for the past two years. He wished her well for the future.

Cr Truran acknowledged the thanks of WEROC.

Cr Truran then invited Cr Greenwood to make any comment.

Cr Greenwood on behalf of the Shire of Tammin thanked WEROC for the invitation to be an observer at the meeting, Cr Greenwood stated that he believed that the Shire of Tammin should be a member of a VROC and attending the meeting was useful for him to report back to Council.

There being no further business the Chair closed the meeting at 2.39pm.

DECLARATION

These minutes were confirmed by the WE-ROC Council at the meeting held Wednesday 30 October 2019

Signed _____
Person presiding at the meeting at which these minutes were confirmed