



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Council Meeting

Monday 20 February 2023

Dowerin Club

MINUTES

www.newroc.com.au

1.30pm Light Lunch
2pm NEWROC Meeting

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> 👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) 👉 Council reviews NEWROC project priorities 	Council
March	👉 WDC attendance to respond to NEWROC project priorities	Executive
April	👉 NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> 👉 NEWROC Draft Budget Presented 👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027) 👉 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend 	Executive
June	👉 NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> 👉 Information for Councillors pre-election 👉 NEWROC Audit 	Council
September		Executive
October	👉 NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none"> 👉 NEWROC Induction of new Council representatives (every other year) 👉 Review NEWROC MoU (every other year) 	Executive
December	<ul style="list-style-type: none"> 👉 NEWROC Annual Report 👉 NEWROC Drinks 	Council

ONGOING ACTIVITIES

Compliance

Media Releases

Newsletter

NEWROC Chair and CEO Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin (Oct 2021 – Oct 2023)

Shire of Trayning

Shire of Dowerin

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held at the Dowerin Club on Monday 20 February 2023 commencing at 2.02pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

Cr Nicoletti welcomed everyone and opened the meeting at 2.02pm

2. RECORD OF ATTENDANCE AND APOLOGIES

Attendance

Cr Romina Nicoletti	Deputy President, Shire of Mukinbudin
Cr Jannah Stratford	President Shire of Koorda
Cr Mischa Stratford	Councillor, Shire of Wyalkatchem
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Melanie Brown	President, Shire of Trayning
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Robert Trepp	President, Shire of Dowerin
Dirk Sellenger	NEWROC CEO, CEO Shire of Mukinbudin
Darren Simmons	CEO, Shire of Koorda
Peter Klein	CEO, Shire of Wyalkatchem
Leanne Parola	CEO, Shire of Trayning
Leonard Long	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC

Apologies

Cr Gary Shadbolt	NEWROC Chair, Shire of Mukinbudin
Cr Nick Gillett	Councillor, Shire of Mt Marshall
Cr Quentin Davies	President, Shire of Wyalkatchem
Ben McKay	CEO, Shire of Mt Marshall

3. Leave of Absence Approvals / Approved

Nil

4. Declarations of Interest and Delegations Register

Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017

Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Mukinbudin)	Council	CEO	Council Oct 2019
NEWROC Website	CEO	NEWROC EO	Council June 2017

5. Presentations

Nil

6. MINUTES OF MEETINGS

Council Meeting

Minutes of the Council Meeting held 28 November 2022 have previously been circulated.

RESOLUTION

That the Minutes of the Council Meeting held on 28 November 2022 be received as a true and correct record of proceedings.

Moved Cr Stratford

Seconded Cr De Lacy

CARRIED 7/0

7. FINANCIAL MATTERS

7.1. Income, Expenditure and Profit and Loss

FILE REFERENCE: 42-2 Finance Audit and Compliance
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 13 February 2023
ATTACHMENT NUMBER: #1 P and L
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENTS

Account transactions for the period 1 November 2022 to 31 January 2023

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
Opening Balance			112,168.47	0.00	112,168.47
01 Nov 2022	Xero Australia	XERO Subscription	0.00	56.05	112,112.42
01 Nov 2022	Bendigo Bank		0.00	0.80	112,111.62
07 Nov 2022	Payment: 150Square	INV-0182	0.00	3,908.38	108,203.24
07 Nov 2022	Payment: Audit Partners Australia	INV-2243	0.00	1,155.00	107,048.24
16 Nov 2022	Bank Transfer from BB NEWROC Funds-5557 to ATO Integrated Client Account	TAX OFFICE	0.00	9,244.00	97,804.24
16 Nov 2022	Payment: Constructive Visual	339	0.00	22.00	97,782.24
25 Nov 2022	Payment: Shire Of Nungarin	INV-0098 (KE)	33,000.00	0.00	130,782.24
01 Dec 2022	Bendigo Bank	Fee	0.00	1.60	130,780.64
01 Dec 2022	Xero Australia	XERO	0.00	56.05	130,724.59
14 Dec 2022	Payment: 150Square	INV-0191	0.00	3,993.13	126,731.46
01 Jan 2023	Bendigo Bank	Fee	0.00	0.40	126,731.06
03 Jan 2023	Xero Australia	XERO	0.00	56.05	126,675.01
23 Jan 2023	Payment: 150Square	INV-0196	0.00	3,715.63	122,959.38
Total BB NEWROC Funds-5557			33,000.00	22,209.09	122,959.38
Closing Balance			122,959.38	0.00	122,959.38
Total			33,000.00	22,209.09	10,790.91

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils

As at 31 January 2023

Cash Basis

31 JAN 2023

Assets

Bank

BB NEWROC Funds-5557	122,959.38
BB Term Deposit Account-1388	295,712.15
Total Bank	418,671.53

Total Assets	418,671.53
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Liabilities

Current Liabilities

GST	(2,801.80)
Rounding	0.01
Total Current Liabilities	(2,801.79)

Total Liabilities	(2,801.79)
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Net Assets	421,473.32
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Equity

Current Year Earnings	68,510.79
Retained Earnings	352,962.53
Total Equity	421,473.32

Note:

NEWROC Term Deposit will expire mid-way through March. Term Deposit rates will be sought from multiple banks.

Crisp Wireless has paid their contribution fee for the Shire of Kellerberrin.

RESOLUTION

That the income and expenditure from 1 November 2022 to 31 January 2023 and the P and L and balance sheet as at 31 January 2023 be received.

Moved Cr Trepp

Seconded Cr Sachse

CARRIED 7/0

8. MATTERS FOR DECISION

8.1. REGIONAL SUBSIDIARY

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	13 February 2023
ATTACHMENT NUMBER:	#2 Letter to Minister of Local Government
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC submitted its Regional Subsidiary Charter and Business Plan to the Minister for Local Government on 2 December 2022.

Since then, the NEWROC EO has provided additional supporting material to DLGSC.

A response regarding our application is due at the end of February 2023.

In preparation of the possibility of becoming a Regional Subsidiary, the current Executive Officer has identified an opportunity to upskill. A Regional Subsidiary will require additional governance and compliance; hence the following training is identified for the EO. NEWROC has an annual budget allowance for professional development.

Local Government Act – Advanced (WALGA)

This course has been designed to enhance the ability of participants to comply with their role as professionals under the Local Government Act 1995. The course discusses our legal system, how to understand and interpret statutes and how to relate this specifically to the Local Government Act 1995. Other relevant Acts and Regulations are referred to throughout the course.

Participants will apply research skills to monitor and assess compliance and the impact of legislation on administrative action and Council decisions. Participants will increase their knowledge and skills in order to respond to questions or provide information to Council and Elected Members.

Target Audience: All Managers and Officers who need to comply with their role as professional advisers under the Local Government Act 1995.

Learning Outcomes

- Introduction to our legal system;
- Acts, Regulations and Cases;
- Understanding the General, Legislative and Executive Functions;
- Delegation, Authorisations and Appointments;
- Compliance in action;
- Governance and governing;
- The mechanics of advice to Council and Elected Members; and
- Delegated power under the Local Government Act 1995.

Duration: 9:00am - 4:30pm Fees: \$580.00 (plus GST)

RESOLUTION

NEWROC EO attend the Local Government Act – Advanced workshop on March 30 2023.

Moved Cr Sachse

Seconded Cr De Lacy

CARRIED 7/0

8.2. EMERGENCY SERVICES

FILE REFERENCE: 060-2 Emergency Services
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 13 February 2023
ATTACHMENT NUMBER:
CONSULTATION: #3 Emergency Services Briefing Note
#4 Budget mobile batteries
#5 Email from Telstra re. Power Switches
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

Following the November NEWROC Council meeting the members agreed to investigate an MoU for emergency services, possibly a NEWROC LEMA. Additionally, the NEWROC EO will prepare an Animal Welfare Plan for members and the group may look towards a CESM position.

In January the attached emergency management briefing note was emailed to CEO's for their comment.

The following recommendations (below) are put forward to Council for their consideration.

Members are asked to consider what preparation work needs to be undertaken in applying for funding for the establishment of a LEMA and joint training across bush fire brigades e.g. Training needs survey for fire brigades, early discussion with LEMCs etc

CEOs also raised the issue of Bush Fire Brigade Local Laws. WALGA appears to be doing some work in this space.

OFFICER RECOMMENDATION

NEWROC seek a quote from InfraNomics for the supply of batteries and a solar array prior to a NAB funding application being prepared. NEWROC seek a timeframe from Telstra for the 'power switches' further to the recent discussions

NEWROC apply for AWARE funding to develop an MoU for emergency services across 7 local governments.

NEWROC Executive apply for National Disaster Risk Reduction funding for the establishment costs of a joint LEMA and joint training across bush fire brigades

RESOLUTION

NEWROC seek a quote from InfraNomics for the supply of batteries and a solar array prior to a NAB funding application being prepared. NEWROC seek a timeframe from Telstra for the 'power switches' further to the recent discussions

NEWROC apply for AWARE funding to develop an MoU for emergency services across 7 local governments.

NEWROC Executive apply for National Disaster Risk Reduction funding

Moved Cr Sachse

Seconded Cr Trepp

CARRIED 7/0

Discussion:

- Members discussed the training needs of bush fire brigades. It was noted some brigades currently complete the one-day Fire Basics training. Other areas of training could be in communications and line of authority, as well as training CEO's in their obligations.
- The Shire of Trayning shared an insight into their recent fire and noted that they had to invoice DFES for costs associated with the fire, as they did not have a LEMA budget item
- Discussion about a CSEM, there is no new funding available. NEWROC may require two CESMs or alternative Emergency Services role/s
- Possibility to develop a NEWROC LEMA – concise and find the common priorities
- Future funding applications – diesel supply, water, telecommunications power

8.3. TOWN TEAM MOVEMENT

FILE REFERENCE: 041-5 Strategic and Future Planning
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 13 February 2023
ATTACHMENT NUMBER: #5 NEWROC Budget
 #6 Town Team Contract
CONSULTATION: Jimmy Murphy
 Alyce Ventris
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

Alyce Ventris, Town Team Builder commenced work in early February, following a short leave of absence to CBH for harvest. In 2022 Alyce worked 2 days a week for NEWROC Town Teams and one day for the Town Team Movement.

In 2023, Town Team Movement will employ Alyce for 2 days a week.

A request for an hourly rate increase has been received from Alyce

Going forward the NEWROC will not be paying Alyce’s 3 day a week contract and recouping funds from Town Team. The days will be invoiced to each entity separately.

Below is an extract from the 2022/23 Budget and Actuals

INCOME	BUDGET 22/23	ACTUAL YTD	NOTES
Wheatbelt Town Team Builder	30,000	To be invoiced: 7,000	Assumed the previous year’s arrangements would continue
EXPENSE	BUDGET 22/23	ACTUAL YTD	
Wheatbelt Town Team Builder	45,000	15,219.85	

Over the 2022/23 and 2023/24 Budget, NEWROC will incur an additional \$10hr expense for this contract, totalling \$30,800 (previous contract in 2021/22 to 22/23 was \$23,040 for 2 days a week) in sub contractor fees plus anticipate \$5K in travel costs.

An updated contract is also attached and the term is from 6 Feb to 30 October 2023. Note the extension of term (2022 contract concluded on 31 September 2022).

RESOLUTION

NEWROC Town Team Builder Contract is endorsed and offered to Alyce Ventris, back dated to 6 February 2023 and concluding on 30 October 2023

Moved Cr Brown

Seconded Cr De Lacy

CARRIED 7/0

Members should also note the success of Town Team Movement Co-Founder and CEO Jimmy Murphy in the 2023 Australia Day Awards. Jimmy was awarded WA Local Hero 2023 and travelled to Canberra to participate in the National Awards.

Discussion

- End of year report to be supplied
- Further support required for local agricultural show committees

8.4. BIKE TRAIL

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 13 February 2023
ATTACHMENT NUMBER:
CONSULTATION: Leonard Long
Leanne Parola
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

The [Western Australian Bicycle Network \(WABN\) Grants Program](#) is an initiative of the State Government, administered by the Department of Transport (DoT).

The Shire of Nungarin expressed interest in developing a bike trail (as well as associated infrastructure) along the disused railway line from Nungarin to Wyalkatchem.

The NEWROC applied for funding to develop a feasibility study and was successful in receiving \$5000.

The NEWROC EO will work with the Shire of Nungarin to progress the work.

Information received

Merredin

8.5. NEWROC FORWARD PLANNING

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	13 February 2023
ATTACHMENT NUMBER:	
CONSULTATION:	Grant Arthur Renee Manning Rob Cossart
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC Strategic Plan is due for a full review in 2023.

Following a discussion with the Wheatbelt Development Commission at the last Council meeting in 2022, the NEWROC would like to pursue an Economic Development Plan first. This would then help inform the NEWROC Strategic Plan.

In December 2022, the NEWROC EO met with Wheatbelt Development Commission staff to plan the piece of work. The Wheatbelt Development Commission have offered to support the Plan with data collection and analysis at no charge.

Renee Manning is available to help lead a workshop with the NEWROC Councilors and CEOs (as well as any other interested members).

The NEWROC may need to engage an external economist to write the plan.

It is recommended the NEWROC work with the Wheatbelt Development Commission on the NEWROC Economic Development Plan, so that it can link to the Regional Development Portfolio Plan and the State Investment Plan which are currently under review.

OFFICER RECOMMENDATION

NEWROC engage Renee Manning of the Wheatbelt Development Commission to facilitate an economic development planning session on 27 April in Shire of Mt Marshall.

NEWROC seek a quote from Jason MacFarlane and one other economist for a NEWROC economic development plan.

RESOLUTION

NEWROC engage Renee Manning of the Wheatbelt Development Commission to facilitate an economic development planning session on 27 April in the Shire of Mt Marshall.

Moved Cr Stratford

Seconded Cr Trepp

CARRIED 7/0

9. EMERGING NEWROC ISSUES as notified or introduced by decision of the Meeting

9.1 Emergency Services

- Discussion regarding the batteries for telecommunication towers
- Discussion regarding the CESM

MOTION

NEWROC EO write to DFES expressing support for further financial assistance to local bush fire brigades and seek CESM funding. Seek out further information from WALGA regarding their work in this area.

Moved Cr Sachse

Seconded Cr Stratford

CARRIED 7/0

9.2 Late Item – EV Grant

- Discussion regarding the EV Grant
- Agreed that each Shire will submit an application and the NEWROC EO to assist with costings and the application
- NEWROC EO to contact Great Southern Fuels regarding their intentions in this space

10. GENERAL UPDATES

NBNco Meeting

- NEWROC EO met with Jenny Thomas from NBNco to discuss tower upgrades in the NEWROC

DFES Training Day

- 15 March 2023 – Trayning

Energy

- NEWROC EO has requested a meeting with Synergy and Western Power regarding a VPP

Regional Landfill

- Wyalkatchem tip has an estimated 24yrs – 30yrs if it was to be a regional site
- Clearing application has been submitted so that the Shire understands its obligations going forward
- Greatest capacity at Wyalkatchem, land clearing approval coming through
- Koorda 2030 Tip Closure Plan completed

Funding Submissions

Grant	Time	Outcome	Co-Contribution
FRRR Drought Fund	Submitted in October 2022		
WA Bike Grant	Submitted November 2022	Successful - \$5000	\$5000

ALGA National Local Government Event 2023

This year's call for motions focusses on eight priority areas:

- Productivity;
- Local Government Infrastructure;
- Community Wellbeing;
- Local Government Workforce;
- Data, Digital Technology and Cyber Security;
- Climate Change and Renewable Energy;
- Natural Disasters; and
- Housing.

[2023-Discussion-Paper-WEB.pdf \(alga.com.au\)](#)

Regional Banking Enquiry

- NEWROC will make a submission to this enquiry

NEWROC Literary Lunch 2023

- CRCs in Nungarin and Dowerin will be approached to potentially help host this years literary luncheon

11. 2023 MEETING SCHEDULE

28 February	GECZ Conference	
28 March	Executive	Shire of Mukinbudin
27 April	Council	Shire of Mt Marshall (THURSDAY)
30 May	Executive	Shire of Wyalkatchem
27 June	Council	Shire of Koorda
25 July	Executive	Shire of Trayning
21 August	Council	Merredin (straight after GECZ)
26 September	Executive	Shire of Mukinbudin
31 October	Council	Shire of Mt Marshall
28 November	Council	Shire of Nungarin

12. CLOSURE

Cr Nicoletti thanked everyone for their attendance and contributions. The meeting was closed at 3.48pm