



North Eastern Wheatbelt Regional Organisation of Councils

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

Council Meeting

Tuesday 26 November 2024

Dowerin Club

MINUTES

3pm Meeting

End of year drinks after the meeting

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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 / strategic plan 	Council
March	<ul style="list-style-type: none"> 👉 WDC attendance to respond to NEWROC project priorities 👉 Submit priority projects to WDC, Regional Development and WA Planning 	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 	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	<ul style="list-style-type: none"> 👉 NEWROC CEO and President Handover (every 2yrs) 👉 NEWROC Dinner 	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	👉 NEWROC Christmas / End of Year Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning (Oct 2023 – Oct 2025)

Shire of Dowerin

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting commencing at 2.59pm on 26 November 2024 at the Dowerin Club.

MINUTES

1. OPENING AND ANNOUNCEMENTS

NEWROC Chair, Cr Brown welcomed everyone and opened the meeting at 2.59pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr Melanie Brown	President, Shire of Trayning, NEWROC Chair
Cr Gary Shadbolt	President, Shire of Mukinbudin
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Jannah Stratford	President, Shire of Koorda
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Robert Trepp	President, Shire of Dowerin
Cr Owen Garner	President, Shire of Wyalkatchem

John Merrick	A/CEO Shire of Trayning
Zac Donovan	CEO Shire of Koorda
Sabine Taylor	CEO, Shire of Wyalkatchem
Ben McKay	CEO, Shire of Mt Marshall
Manisha Barthakur	CEO, Shire of Dowerin
David Nayda	CEO, Shire of Nungarin
Tanika McLennan	A/CEO Shire of Mukinbudin

Caroline Robinson	Executive Officer, NEWROC
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Guests

Cr Chris Loton	Councillor, Shire of Wyalkatchem
Airfirth Lian Lian	UWA Intern

2.2 Apologies

Nil

2.4 Leave of Absence Approvals / Approved

Nil

3. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER

3.1 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

NEWROC Council Meeting 26 November 2024 - MINUTES

Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Trayning)	Council	CEO	Council Dec 2017
NEWROC Website	CEO	NEWROC EO	Council June 2017

RESOLUTION

NEWROC remove Leanne Parola as one of the NEWROC bank signatories. Tanika McLennan be replaced as the NEWROC bank signatory until the appointment of the Shire of Trayning CEO.

Moved Cr De Lacy

Seconded: Cr Garner

CARRIED 7/0

4. PRESENTATIONS

Aifirth Lian Lian presented his interim findings on the St Johns Ambulance project.

5. MINUTES OF MEETINGS

Minutes of the Council Meeting held on 24 September 2024 have previously been circulated.

RESOLUTION

That the Minutes of the Council Meeting held on 24 September 2024 are received as a true and correct record of proceedings.

Moved Cr Sachse

Seconded: Cr Stratford

CARRIED 7/0

Minutes of the Executive Meeting held on 15 November 2024 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 15 November 2024 be received.

Moved Cr De Lacy

Seconded Cr Stratford

CARRIED 7/0

5.1 Business Arising

5.1.1 Live Sheep by Sea Trade Policy

Correspondence has been received from the Minister for Agriculture (attached #1).

RESOLUTION

NEWROC responds to the Minister for Agriculture and ask whether the Minister has read our report and outline the significant financial impact.

Moved Cr Sachse

Seconded Cr De Lacy

CARRIED 7/0

Note: Countryman survey results

5.1.2 Regional Education Strategy – Consultation

4 December School Board Chair and P&C President session in Northam.

NEWROC EO communication to Hon Mia Davies.

5.1.3 Renewables / Mining – Community Preparedness and Benefits

At the September Council meeting the following resolution was passed:

RESOLUTION

NEWROC EO develop a draft framework for the members to consider at the November Council meeting (covering community consultation, principles of development projects, NEWROC priorities).

NEWROC EO develop a list of priority infrastructure and service projects for the NEWROC.

Moved: Cr De Lacy

Seconded: Cr Garner

CARRIED 6/0

WALGA is hosting a Renewable Energy workshop on November 27 to assist in the development of a toolkit for local government. Suggest we participate in the forum and wait till this toolkit is developed. WALGA understands there is a sense of urgency for this work.

5.1.4 Regional Telecommunications

NEWROC correspondence to Wheatbelt Development Commission regarding ATU's and generators (attached #2)

Discussion:

- Shire of Koorda has provided feedback to TELSTRA
- Request a briefing session
- NEWROC requires more ATU's than announced

6. FINANCIAL MATTERS

6.1 Income, Expenditure and Profit and Loss

FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	22 November
ATTACHMENT NUMBER:	#3P and L
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Account transactions for the period 1 September to 31 October 2024.

Date	Description	Reference	Credit	Debit	Balance
BB NEWROC					
Funds-5557					
Opening Balance			127,786.07	0.00	127,786.07
01 Sep 2024	Bendigo Bank		0.00	0.40	127,785.67
02 Sep 2024	Xero Australia	XERO	0.00	66.50	127,719.17
04 Sep 2024	Payment: Modo Mio	NEWROC Dinner	0.00	2,144.90	125,574.27
04 Sep 2024	Payment: 150Square	INV-0314	0.00	3,715.63	121,858.64
12 Sep 2024	Payment: Shire Of Mukinbudin	INV-0121	500.00	0.00	122,358.64
12 Sep 2024	Payment: Shire of Koorda	INV-0114	14,300.00	0.00	136,658.64
12 Sep 2024	Payment: Shire of Koorda	INV-0125	357.48	0.00	137,016.12
13 Sep 2024	Payment: Shire of Trayning	INV-0123	750.00	0.00	137,766.12
13 Sep 2024	Payment: Shire of Trayning	INV-0115	14,300.00	0.00	152,066.12
13 Sep 2024	Payment: Shire of Trayning	INV-0126	714.96	0.00	152,781.08
16 Sep 2024	Payment: Shire of Wyalkatchem	INV-0119	14,300.00	0.00	167,081.08
16 Sep 2024	Payment: Shire of Mt Marshall	INV-0122	750.00	0.00	167,831.08
16 Sep 2024	Payment: Shire of Mt Marshall	INV-0124	536.22	0.00	168,367.30
18 Sep 2024	Payment: Shire of Dowerin	INV-0116	14,300.00	0.00	182,667.30
24 Sep 2024	Payment: Shire Of Nungarin	INV-0117	14,300.00	0.00	196,967.30
01 Oct 2024	Bendigo Bank		0.00	0.80	196,966.50
02 Oct 2024	Xero Australia	XERO	0.00	66.50	196,900.00
02 Oct 2024	Payment: Shire of Koorda	INV-0112	30,250.00	0.00	227,150.00
03 Oct 2024	Payment: Seed Studio	00326	0.00	1,700.00	225,450.00
03 Oct 2024	Payment: 150Square	INV-0326	0.00	3,987.63	221,462.37
Total BB					
NEWROC Funds-5557			105,358.66	11,682.36	221,462.37
Closing Balance			221,462.37	0.00	221,462.37
Total			105,358.66	11,682.36	93,676.30

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils

As at 31 October 2024

31 OCT 2024

Assets

Bank

BB NEWROC Funds-5557	221,462.37
BB Term Deposit Account-1388	311,785.83
Total Bank	533,248.20

Total Assets	533,248.20
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Liabilities

Current Liabilities

GST	4,675.31
Rounding	0.07
Unpaid ATO Liabilities	619.00
Total Current Liabilities	5,294.38

Total Liabilities	5,294.38
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Net Assets	527,953.82
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Equity

Current Year Earnings	101,044.71
Retained Earnings	426,909.11
Total Equity	527,953.82

RESOLUTION

That the income and expenditure from 1 September 2024 to 31 October 2024, P and L and balance sheet be received.

NEWROC reinvest its Term Deposit for the best rate over a period of between 6-12 months.

Moved Cr Stratford

Seconded Cr De Lacy

CARRIED 7/0

7. MATTERS FOR DECISION

7.1 ECONOMIC DEVELOPMENT STRATEGY

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	20 August 2024
ATTACHMENT NUMBER:	#4 Brand Report and #5 Appendix
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the last NEWROC Council meeting SEED Studio workshopped a number of questions with Councilors and CEOs.

As per the timeline, SEED Studio has provided a brand strategy report (attached).

Responses to SEED's recommendations in the report are below:

1. Clarify short and long-term goals for the brand positioning

BRAND POSITIONING GOALS

Short Term (12 months)

- a) Brand launch campaign held in early 2025 (in person event and online launch), in conjunction with the launch of our Economic Development Strategy (Councils, key stakeholders, 8 communities).
- b) Investment prospectus launched. We should work with RDA Wheatbelt on this prospectus (key stakeholders).
- c) Communications plan developed and adopted. NEWROC EO to implement. Results in ongoing awareness and engagement with NEWROC (key stakeholders and amongst 7 member Councils).
- d) Attract funding for the regional waste facility and see the project adopted across all 7 Councils (we have applied for Federal funding, if we are successful we will need additional funds from NEWROC members to implement it. If we are unsuccessful in our Federal funding application we will need to start again and find a new source of funding to see the project be implemented).
- e) Apply for and attract funding for the NEWROC power stabilisation project.
- f) Attend ALGA and at the same time meet with various key decision makers to share our brand, ED strategy and investment prospectus with decision makers.

Medium Term to Long Term (2yrs +)

- a) Increased social media presence and engagement.
- b) Increased awareness of the group and what we do (key stakeholders and amongst 7 member Councils).
- c) Regular meetings with regional, state and federal government representatives as well as private sector on advocacy issues and Economic Development Strategy.

- d) External funding attracted for our regional projects.

NEWROC GOALS

Short Term (12 months)

- g) Renewable energy development policy and closely linked to infrastructure projects across the NEWROC
- h) Ongoing advocacy e.g. live sheep by sea trade closure, Wheatbelt education strategy, telecommunications (communities, businesses)
- i) At least one shared services established e.g. governance officer, engineering (internal Councils and staff)

Long Term (2-5yrs)

- a) Infrastructure projects listed in our Economic Development Strategy are achieved e.g. regional waste facility (attracting external government funds)
- b) Continued placemaking projects through the NEWROC Town Team Builder.
- c) Volunteer health and emergency workers are supported, reverse decline.

2. Review and refine the mission, vision and purpose of the organisation

Current mission, vision and purpose:

Purpose - Working together for successful communities.

Mission - nil

Vision - Enabling and creating progressive, healthy and prosperous communities.

Proposed mission, vision and purpose:

Purpose - Working together for successful communities.

Mission – Through regional collaboration and leadership we attract opportunities for our region.

Vision – Enabling progressive, healthy and prosperous communities.

Simplified - Working together to attract opportunities that create progressive, healthy, and prosperous communities.

3. Explore the opportunity to create a new and modern brand name for the organisation

Suggestions:

- A. North Eastern Wheatbelt Alliance
- B. NEW Growth Alliance

4. Identify the unique brand story to ensure a unified voice and clear message

NEWROC EO to work with SEED Studio to develop a short brand story.

NEWROC to develop a communications plan.

5. Create a new visual identity for the brand

SEED Studio and Sally J Design will undertake this work – logo, website, social branding.

6. Promote and market the revitalised brand through existing and new touch points

Develop an investment prospectus (matched with the top projects we are seeking – as part of the renewables work).

Additional discussion points:

- Date, venue and format for the brand launch
- Website will be updated during November and December

OFFICER RECOMMENDATION

SEED Studio work on a new logo for the new brand name: North Eastern Wheatbelt Alliance

Executive recommends to Council to adopt:

- a) the short and long term goals of the brand positioning;
- b) the purpose, mission, vision and simplified statement (*Working together to attract opportunities that create progressive, healthy, and prosperous communities.*)
- c) Launch - quarter of 2025, venue and date to be determined

NEWROC EO to develop the brand story and communications plan with SEED Studio.

NEWROC EO set up a LinkedIn page.

Vision – Enabling progressive, healthy and prosperous communities.

RESOLUTION

Economic Development subcommittee works on new logo for NEWROC and one other name and logo, presenting to NEWROC Council the final options.

Executive recommends to Council to adopt:

- a) the short and long term goals of the brand positioning;**
- b) the purpose, mission, vision (updated: *Vision – Enabling and driving progressive, healthy and prosperous communities*) and simplified statement (*Working together to attract opportunities that create progressive, healthy, and prosperous communities.*)**
- c) Launch - second quarter of 2025, venue and date to be determined once brand name and logo is confirmed**

NEWROC EO to develop the brand story and communications plan with SEED Studio.

NEWROC EO set up a LinkedIn page.

Moved Cr Sachse

Seconded Cr Trepp

CARRIED 7/0

Discussion:

- NEWROC has a strong history
- Discussion regarding whether we need a new name or just an update of the logo
- Suggestion: North Eastern Wheatbelt Growth Partners

7.2 SHARED SERVICES

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	10 November 2024
ATTACHMENT NUMBER:	
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Common feedback from members is the desire to investigate shared services. The NEWROC EO has developed a draft terms of reference for a shared services group.

OFFICER RECOMMENDATION

Executive recommends to Council to adopt the shared services terms of reference.

Discussion at the Executive meeting:

- CEO's discussed specialised skills and generalist skills
- Members need to define what a shared service is
- Desire to use businesses within the NEWROC

RESOLUTION

That the Executive meet prior to the next Council meeting to workshop shared services.

Moved Cr Garner

Seconded Cr Trepp

CARRIED 7/0

Discussion:

- Members discussed their interpretation of shared services.
 - Mukinbudin, Dowerin: filling positions that are traditionally specialist and hard to fill
 - Nungarin: shared businesses within the NEWROC, purchasing from businesses within our towns. HR support
 - Mt Marshall: would like to discuss all ideas and options, presentation from Executive to Council before refinement
 - Koorda: specialised services and skills, retain local employees, trying to do what Band 1 and 2's are doing with same skill sets, requires commitment from members
 - Wyalkatchem: skills required in compliance, opportunity to release financial or people resources, investigate creating an entity (how do you provide it)
 - Trayning – HR and IT support and software, timing issues, operational level for cost savings

7.3 HOUSING AND INDUSTRIAL LAND

FILE REFERENCE:	
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	22 November 2024
ATTACHMENT NUMBER:	
CONSULTATION:	Alex MacKenzie
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Alex MacKenzie, Senior Regional Development Officer for the Wheatbelt Development Commission has provided an update on meetings with members of WEROC and NEWROC regarding housing.

Alex has received nine indicative registrations of interest to participate in a housing and industrial land business case - Tammin, Merredin, Trayning, Wyalkatchem, Westonia, Yilgarn, Dowerin, Kellerberrin, Koorda and Nungarin. A draft scope of works is attached.

Alex has explained that each Shire will need to contribute in the order of \$10-12K (circa \$82K).

Discussion at the Executive meeting:

- Members feel this is an important piece of work
- NEWROC may have the potential to contribute

Action since the Executive meeting:

- NEWROC EO has made contact with the WDC regarding the work being undertaken through the ROC.
- Request by the NEWROC to do an EOI to ascertain market rate for the work prior to commitment.

OFFICER RECOMMENDATION

NEWROC EO liaises with Wheatbelt Development Commission regarding the scope of works for all Councils regarding the housing and industrial land strategy

Together with the Commission release an EOI to seek a reasonable price for the housing strategy and reduce the financial commitment by the individual member Shires.

EOI responses be presented to NEWROC Executive for selection.

Subject to the scope of works and EOI responses, NEWROC commit in principle support of up to \$14,000 in total to the housing and industrial land strategy.

RESOLUTION

NEWROC EO liaises with Wheatbelt Development Commission regarding the scope of works for all Councils regarding the housing and industrial land strategy

Together with the Commission release an EOI to seek a reasonable price for the housing strategy and reduce the financial commitment by the individual member Shires.

NEWROC commit in principle support of up to \$14,000 in total to the housing and industrial land strategy.

Moved Cr Garner**Seconded Cr Sasche****CARRIED 7/0****Discussion:**

- Identifying the next steps to assist in housing developments, tailored to each Council, regional aspect with individual outcomes.
- Interest from the Shire of Wongan Ballidu regarding the housing project and NEWROC. NEWROC President and EO to meet with Shire President and CEO of Wongan Ballidu (information session)

8. MATTERS FOR INFORMATION

8.1 TOWN TEAM MOVEMENT

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 10 November 2024
ATTACHMENT NUMBER: #6 TTM Report
CONSULTATION: Alyce Ventris
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

A report from the NEWROC Town Team Builder is attached.

RESOLUTION

NEWROC Town Team Builder report is received.

Moved Cr Stratford

Seconded Cr Trepp

CARRIED 7/0

8.2 REGIONAL TELECOMMUNICATIONS

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 10 November 2024
ATTACHMENT NUMBER: #7 Report
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

On 20 March 2024, the WA Standing Committee on Public Administration (Committee) resolved to establish an inquiry into regional telecommunications in Western Australia.

The terms of reference for the inquiry were to inquire into and report on issues impacting regional telecommunications in Western Australia.

The Committee resolved on 20 March 2024 that, given the shortened timeframe for the inquiry, it would not seek public submissions, and would not advertise the inquiry via newspapers or social media. Instead, the Committee wrote to selected stakeholders on 4 April 2024, inviting them to make a written submission. 47 submissions were received. NEWROC were made aware of the Inquiry but were not formally invited to make a submission. NEWROC however did make a submission.

Over the same period, the Committee was conducting its inquiry into innovation in Western Australia, which commenced on 29 November 2023. That inquiry was completed with the tabling of its report, Breaking new ground: innovation in Western Australia on 10 September 2024.³

On 25 September 2024, the Committee resolved that progress of the inquiry be ceased at that stage, with the intention of recommending that the members of the Standing Committee on Public Administration of the 42nd Parliament consider continuing the inquiry.

RESOLUTION

Information is received.

Moved Cr De Lacy

Seconded Cr Shadbolt

CARRIED 7/0

8.3 NEWTRAVEL

FILE REFERENCE: 132-1 NEWTravel
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 22 November 2024
ATTACHMENT NUMBER:
CONSULTATION: Linda Vernon, NEWTRAVEL
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

NEWTRAVEL has been approached by the Wheatbelt Development Commission to partner in a Wheatbelt Way Accommodation and Market Expansion Project.

This project aims to enhance the tourism and visitor (including key worker) accommodation stock and servicing of the Wheatbelt Way. The scope of work includes a comprehensive accommodation audit, market research, a gap analysis in local business capacities and implementation strategies.

The NEWTRAVEL EO and NEWROC EO have had discussions regarding the scope of work.

The Wheatbelt Development Commission will contribute \$50,000 funding to the work. NEWTRAVEL is confirming their contribution. NEWROC may already be contributing to a housing strategy for the region.

The NEWROC EO has recommended to NEWTRAVEL to go to an EOI process to determine the market rate for the project and ensure there are funds available for implementation.

RESOLUTION

Information is received.

Moved Cr De Lacy

Seconded Cr Trepp

CARRIED 7/0

9. OTHER MATTERS, INTRODUCED BY DECISION OF THE MEETING

SEGRA Conference feedback.

ALGA Road and Infrastructure Forum attendance.

Mukinbudin Police – Superintendent address in new year.

10. GENERAL UPDATES

Nil.

11. 2025 MEETING SCHEDULE

25 February	Executive	Shire of Wyalkatchem
25 March	Council	Shire of Mukinbudin
29 April	Executive	Shire of Dowerin
27 May	Council	Shire of Mt Marshall
24 June	Executive	Shire of Trayning
29 July	Council	Shire of Koorda
25 August	Executive	Shire of Nungarin **MONDAY
30 September	Council	Shire of Wyalkatchem
28 October	Executive	Shire of Mt Marshall
25 November	Council	Shire of Mukinbudin

RESOLUTION

2025 meeting dates are adopted.

Moved Cr De Lacy

Seconded Cr Stratford

CARRIED 7/0

12. CLOSURE

Cr Brown thanked everyone and closed the meeting at 4.57pm