



North Eastern Wheatbelt Regional Organisation of Councils

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

Executive Meeting

Monday 29 August 2022

Tote Room, Kellerberrin Recreation Centre

MEETING

1.30pm

www.newroc.com.au

E caroline@newroc.com.au

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	<ul style="list-style-type: none"> 👉 WDC attendance to respond to NEWROC project priorities 👉 Submit priority projects to WDC, Regional Development and WA Planning 👉 Discussion regarding portfolios vs projects, current governance structure 	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 2022) 👉 Local Government Week agenda to be discussed at Executive meeting to determine if EO 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	👉 NEWROC 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 (Oct 2021 – Oct 2023)

Shire of Trayning

Shire of Dowerin

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Executive Meeting held at the Kellerberrin Recreation Centre on Monday 29 August 2022 commencing at 1.30pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

Members elected Leonard Long to Chair the meeting.

The Chair welcomed everyone and opened the meeting at 1.30pm

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Darren Simmons	CEO Shire of Koorda
John Nuttall	CEO, Shire of Mt Marshall
Leonard Long	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin
Leanne Parola	CEO, Shire of Trayning
Peter Klein	CEO, Shire of Wyalkatchem

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC

2.2. Apologies

Dirk Sellenger	CEO NEWROC, CEO Shire of Mukinbudin
Nicole Gibbs	CEO, Shire of Quairading

2.3. Guests

Cr Peter Smith	Shire of Quairading (1.30pm – 2pm)
Cr Jonathan Hippisley	Shire of Quairading (1.30pm – 2pm)

2.4. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

Nil

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
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Mukinbudin)	Council	CEO	Council Dec 2017

NEWROC Website	CEO	NEWROC EO	Council June 2017
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4. Presentations

Nil

5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 28 June 2022 have previously been circulated.

RESOLUTION

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

Moved P Klein

Seconded J Nuttall

CARRIED 5/0

5.1. Business Arising

Nil

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:	25 August 2022
ATTACHMENT NUMBER:	#1P and L
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Account transactions for the period 1 July – 31 July 2022

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
	Opening Balance		56,310.78	0.00	56,310.78
01 Jul 2022	Xero Australia	XEROAUSTRALIPTY	0.00	25.65	56,285.13
01 Jul 2022	Bendigo Bank		0.00	4.95	56,280.18
	Total BB NEWROC Funds-5557		0.00	30.60	56,280.18
	Closing Balance		56,280.18		56,280.18

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils

As at 31 July 2022

Cash Basis

31 JUL 2022

Assets

Bank

BB NEWROC Funds-5557	56,280.18
BB Term Deposit Account-1388	295,712.15
Total Bank	351,992.33

Total Assets

351,992.33

Liabilities

Current Liabilities

Accounts Payable	31,240.00
GST	(5,073.43)
Total Current Liabilities	26,166.57

Total Liabilities

26,166.57

Net Assets

325,825.76

Equity

Current Year Earnings	(28.27)
Retained Earnings	325,854.03
Total Equity	325,825.76

RESOLUTION

That the income and expenditure from 1 July 2022 to 31 July 2022, P and L and balance sheet be received.

Moved R McCall

Seconded P Klein

CARRIED 5/0

7. MATTERS FOR CONSIDERATION

7.1. ENERGY

FILE REFERENCE:	107-1 Power
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 August 2022
ATTACHMENT NUMBER:	
CONSULTATION:	Glen Ryan – CBH Arden Wessels - CBH Cr Tony Sachse
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

PART ONE

The NEWROC EO met CBH in person on August 23rd to discuss the scope of works by POS. CBH will provide some commentary on the scope of works. The NEWROC EO requested financial support towards the cost of the scope of works and CBH was not adverse to supporting the NEWROC, dependent on their feedback regarding the scope.

RESOLUTION

Following commentary by CBH the Scope of Works is discussed at the NEWROC September Council meeting

Moved R McCall

Seconded L Parola

CARRIED 5/0

PART TWO

The below email was received from Hon Mia Davies MLA, following up on issues the NEWROC has had with our energy project. Nicole Gibbs, CEO Shire of Quairading was copied into the email. The Shire of Quairading has had significant issues with power reliability and has expressed interest in local power generation and distribution for the townsite. Nicole has been speaking to Western Power and Mia.

From: Davies, Mia <Mia.Davies@mp.wa.gov.au>

Date: Thu, 18 Aug 2022 at 12:09

Subject: Microgrid - Grievance to Minister

To: caroline@solum.net.au <caroline@solum.net.au>, ceo@quairading.wa.gov.au <ceo@quairading.wa.gov.au>

Cc: Brown, Kathleen <Kathleen.Brown@mp.wa.gov.au>, Lawrence, Rhonda <Rhonda.Lawrence@mp.wa.gov.au>, Chambers, Wendy <Wendy.Chambers@mp.wa.gov.au>

Hello Caroline & Nicole

I have presented the Grievance this morning (just waiting for the Hansard to come through) and the Minister did the following:

1. *Apologised that there had been no follow up from his office*

2. Offered to clear his diary for the 16th September to travel to the Wheatbelt to meet with concerned stakeholders

I will send the Hansard through, but I think we should take advantage of this opportunity if possible. Unfortunately, I cannot be in attendance on 16th September as I have a Workshop for a course that I have committed to through Monash University and it's the day before the North West Central by-election (so I will be in Carnarvon). That doesn't mean this shouldn't go ahead – if the Minister is clearing his diary then lets make the most of it.

I am happy for my office to liaise with the Minister's office and yourselves if this date can be locked in.

Rgds, Mia

HON MIA DAVIES MLA

Member for Central Wheatbelt | Leader of The Nationals WA | Leader of the Opposition WA

The NEWROC EO has responded to Mia requesting the meeting be held in the NEWROC area with the Minister for Energy. The NEWROC energy sub committee expressed a keen desire to meet with the Minister. The NEWROC EO invites the Shire of Quairading CEO and President to also attend the meeting to present a unified and collaborative approach on this significant challenge.

The NEWROC Executive to meet and discuss with Nicole Gibbs the agenda for the meeting and key talking points.

RESOLUTION

NEWROC host the Minister for Energy on 16 September 2022

NEWROC representatives at the meeting to include: NEWROC President, members of the NEWROC energy sub committee, NEWROC EO and any other interested members of the NEWROC Council and Executive

NEWROC EO prepare the agenda for the meeting and a summary of key issues to present to the Minister for Energy on the 16 September 2022

Moved J Nuttall

Seconded R McCall

CARRIED 5/0

Discussion:

- Quairading Shire Councillors attended the meeting and discussed power reliability as their number one issue. They now have a high voltage generator in the town (on loan) following 4 consecutive days of no power. They have pursued the establishment of a microgrid however have experienced similar issues as the NEWROC
- NEWROC to enquire with the Office of Economic Regulator on real time data for outages
- Invite Liz Aitkens to the meeting
- Shire of Quairading has engaged a journalist to assist them with an investigation into their power issues

7.2. REGIONAL SUBSIDIARY

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 August
ATTACHMENT NUMBER:	#2 Regional Subsidiary submission #3 Regional Subsidiary response
CONSULTATION:	Sam McCleod Kristy Martin Liam O'Neill Trish Edgar
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

NEWROC member Councils have all adopted the Regional Subsidiary Charter and Regional Subsidiary Business Plan.

The NEWROC EO received one written submission (attached) and prepared and sent a response to the submission (attached).

DLGSC and Sam Macleod (Policy Advisor) met with the NEWROC EO on 23 August 2022.

The Department indicated that the proposed amendments to the regulations will not occur in 2022 and has recommended we submit a revised Charter to the Minister inline with current regulations. By doing so, the NEWROC can become a regional subsidiary and when the regulations are amended in 2023 the NEWROC can submit a revised Charter with amendments to borrowing, auditor and objectives (if necessary).

Members to note - any amendments to the current Regional Subsidiary charter are not required to go back out to member Councils or for community consultation. If there are any changes to the Business Plan, these are required to go back out.

The Charter has been updated following feedback from DLGSC. Major amendments (strike through and yellow highlight) have included:

- Objectives narrowed to community and economic development (does not exclude us from advocacy, governance or environment as these areas are often linked to community services and economic development)
- Borrowing clauses removed (not in line with current regulations)
- Auditor is from the OAG
- Addition of how profits of the Regional Subsidiary are dealt with. Added that these will be kept in a reserve fund.
- Power of the Regional Subsidiary to become a member of another organisation is not possible (not in line with current regulations)

DLGSC made comment that they would like to see the Charter be considerate of future growth of the NEWROC Regional Subsidiary.

RESOLUTION

Revised NEWROC Charter be sent to DLGSC following the Executive Committee meeting (and any further updates from this meeting) for further review before the NEWROC September Council meeting where it will be recommended for adoption

NEWROC prepare correspondence to DLGSC regarding the group's position on the current regulations and recommendations for the future

Moved L Parola

Seconded D Simmons

CARRIED 5/0

Discussion:

- NEWROC EO to enquire as to the costs and process for the audit with AOG – with the Regional Subsidiary be audited as a Local Government?
- Will we have to follow the Financial Management Regulations?

7.3. SBDC PROCUREMENT PROJECT

FILE REFERENCE:	
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 June 2022
ATTACHMENT NUMBER:	
CONSULTATION:	Rik Soderlund
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC CEOs participated in an SBDC Procurement Project in 2021/22. The NEWROC has met with the Wheatbelt Business Network CEO to discuss the project following a presentation to the Executive in June.

Following review of the SBDC documentation and feedback received from the June meeting, the WBN has suggested the NEWROC establish a NEWROC preferred suppliers panel and run this along side the WALGA preferred suppliers panel and each individual Council's procurement policy. This approach is similar to a tiered procurement framework.

WALGA Preferred Supplier Panel	Major projects Annual contracts e.g. waste, IT, fire and safety, fleet etc
NEWROC Preferred Supplier Panel	Maintenance work Minor works Purchases made on a regular basis with the same supplier Potential uses – IPR, capital projects like air conditioning, roofing, carpentry, plumbing jobs where a set hourly rate is used Parts and equipment, chemicals etc

This approach is preferred as it is unlikely individual Councils will adopt one procurement policy, mainly due to delegation of authority (expenditure) differences.

The preferred suppliers panel could be managed by the NEWROC EO, WBN or external provider. Invitations can be sent to businesses and it would be updated and reviewed annually. The preferred suppliers list may be all inclusive or industry specific.

The WBN has indicated they can help encourage businesses to register and prepare them for the requirements of the panel.

The WBN has also met with LGIS to discuss an induction process for NEWROC suppliers. LGIS has indicated this is something they are looking at to assist local governments during their contractor/supplier induction process.

The WBN has requested the NEWROC consider the preferred suppliers list and develop a criteria (example below). If the Executive agrees, the NEWROC EO and WBN CEO will meet again and discuss the administration of the preferred suppliers list and present a formal proposal to the NEWROC Council including costings.

NEWROC Preferred Supplier List Criteria Example

CRITERIA	Points
Business with a head office in the NEWROC member local government areas	

Businesses that operate a branch and or depot within the NEWROC member local government areas, however a registered head office outside of the NEWROC	
Businesses based in an adjacent LGA to the NEWROC member local governments	
Businesses based in the Wheatbelt (not in the NEWROC or adjacent to the NEWROC local governments)	
Businesses registered outside of the Wheatbelt	
Materials supplied will be purchased in the NEWROC	
Materials supplied will be purchased in the Wheatbelt	
Materials supplied will be purchased outside of the NEWROC and Wheatbelt	
Formal induction system in place	
Policies – Alcohol and drugs, Fitness for Work, Smoking	
Quality Control – Inspection and Test Preview, quality management	
Work Health and Safety Policy and Procedures	
Insurance Certificates	
Licences (industry specific)	

RESOLUTION

Information received. NEWROC EO to continue to work with WBN on the concept

Moved D Simmons

Seconded P Klein

CARRIED 5/0

Discussion:

- NEWROC EO to enquire whether a third party can convene a panel?
- NEWROC needs to determine whether there is a fee for businesses to participate
- NEWROC EO to run this concept past a local government auditor

7.4. WORKFORCE PLANNING

FILE REFERENCE:	035-6 Federal Grants
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 August 2022
ATTACHMENT NUMBER:	
CONSULTATION:	WEROC EO, RDA Wheatbelt, WBN
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

RDA Wheatbelt received feedback from 30 Shires regarding the proposed Wheatbelt Designated Area Migration Agreement (DAMA). Six were not interested with some respondents indicating interested subject to cost and the WEROC and NEWROC members indicating support subject to a subregional geographical boundary.

Since the survey there have been developments at a State Government level and additional on ground operational feedback which have led the working group to reconsider whether a DAMA is the most appropriate tool to address the immediate and longer-term workforce needs.

On Sunday 21st August, the Premier announced new arrangements for skilled migrants applying to work in WA. The measures presented include more than 100 occupations added to the WA skilled occupation list (bringing the total list to 276); a temporary relaxation of migration criteria and the \$200 application fee waived. Other temporary measures included halving the requirement to have an employment contract from 12 to 6 months; reducing the requirement for applications to demonstrate sufficient funds; removing English requirements; and reducing work experience requirements.

These measures go some way to achieving what we were hoping to do by establishing a DAMA. Regional skills are being supported through the addition of 33 new occupations on the skilled migrant list which align with occupations in the four existing DAMAs across regional WA.

In addition to this development, on ground intelligence was sought from existing Designated Area Representatives (DAR). There has been low uptake of DAMA allocations because of the complexity of applications.

It appears the most useful step forward for us now is to work with the Department of Home Affairs to identify a toolbox of visa options that businesses and local government can use to access the skilled workforce they need.

Throughout consultation and data collected through the DAMA survey we have significant evidence demonstrating the scale and impact of current skilled and unskilled workforce shortages. It has become clear in our discussions over the last four months that the challenges around workforce availability go hand in hand with the challenges around regional housing availability.

It is being recommended that the NEWROC, WEROC, Wheatbelt Business Network and RDA Wheatbelt prepare a position paper and solution piece to pitch to State and Federal Government agencies and this will include housing solutions, as this was a significant inhibitor to workforce attraction and retention.

RESOLUTION

NEWROC EO support WEROC, RDA Wheatbelt and WBN prepare a position and solutions paper on workforce attraction and retention (to be presented to Council for comment and adoption in September)

Moved D Simmons

Seconded L Parola

CARRIED 5/0

Discussion:

- NEWROC EO to connect with CEACA on accommodation

8. GENERAL UPDATES

Waste Management Project

- Community survey is currently open in the Shire of Trayning regarding the Kununoppin Waste Transfer site
- Drilling report for Wyalkatchem to come through from Ask Waste Management

NEWROC Local Government Week Dinner

- To be discussed further at NEWROC Council meeting
- We have a resolution to hold the Dinner however members to discuss attendance

Drug Testing Policy

- Members will share their policies, processes for this
- Shire of Dowerin can provide this service

9. 2022 MEETING SCHEDULE

27 September	Council	Shire of Wyalkatchem
25 October	Executive	Shire of Dowerin
29 November	Council	Shire of Trayning (or Nungarin if no Dec meeting)
13 December	Council (tbc)	Shire of Nungarin

10. CLOSURE

Leonard thanked everyone for their attendance and closed the meeting at 3.15pm