



Agenda

Ordinary Meeting of Council

To be held in Council Chambers
54 Johnson Street, Bruce Rock
Thursday 18 May 2023
Commencing 3.00pm



Notice of Ordinary Meeting of Council

Dear President and Councillors,

The next Ordinary Meeting of Council will be held on **Thursday 18 May 2023 at 3.00pm** in Council Chambers, at 54 Johnson Street, Bruce Rock.

Please contact the undersigned for any enquiries regarding the Agenda prior to the meeting.

A handwritten signature in blue ink, appearing to read "Darren Mollenoyux".

Darren Mollenoyux
CHIEF EXECUTIVE OFFICER

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Bruce Rock expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Our Mission

We will achieve our vision by maintaining and enhancing the Bruce Rock lifestyle, increase business and employment opportunities and achieve population growth in an environmentally sustainable way.

Our Values

Respect, Inclusiveness, Fairness and Equality & Communication

SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 18 MAY 2023

TABLE OF CONTENTS

TABLE OF CONTENTS

1. Declaration of Opening	4
2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)	4
3. Declarations of Interest	4
4. Response to Previous Public Questions Taken on Notice	4
5. Public Question Time	4
6. Petitions/Deputations/Presentations/Submissions	4
7. Applications for Leave of Absence	4
8. Announcements by Presiding Member	4
9. Confirmation of Minutes	4
10. Officers’ Reports	5
10.1 Manager of Works and Services	5
10.2 Manager of Finance	6
10.2.1 Statement of Financial Activity	6
10.2.2 List of Payments	8
10.2.3 Adoption of 10-Years Long-Term Financial Plan for 2023-2033	10
10.2.4 Financial Management Regulation 17 Audit Report	12
10.3 Environmental Health Officer	14
10.3.1 Development Approval for a 40-foot Sea Container at 97 Butcher Street, Bruce Rock	14
10.4 Manager of Governance and Community Services	16
10.4.1 Shire Common Seal	16
10.4.2 Review of Policy Manual	17
10.5 Chief Executive Officer	20
11. Regional Reports	21
11.1.1 WALGA Zone Minutes April 2023	21
11.1.2 WEROC Inc Meeting Minutes April 2023	23
12. New Business of an Urgent Nature Introduced by Discussion of the Meeting	27
13. Confidential Items	27
14. Closure of Meeting	27

SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 18 MAY 2023

1. Declaration of Opening

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

3. Declarations of Interest

In accordance with Section 5.65 of the Local Government Act 1995, the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.65 of the Local Government Act 1995, the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995, the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday 20 April 2023.

10. Officers' Reports

10.1 Manager of Works and Services

Nil

10.2 Manager of Finance

Agenda Reference and Subject:	10.2.1 Statement of Financial Activity
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest	
Attachment:	<i>Item 10.2.1 Attachment A – Statement of Financial Activity April 2023</i> <i>Item 10.2.1 Attachment B – Strategic Projects Tracker April 2023</i>

Summary

A statement of financial activity must be produced monthly and presented to Council.

Background

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

Comment

The Statement of Financial Activity will be made available to Councillors prior to the meeting.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, former Deputy Chief Executive Officer
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer
Other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –

-
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
(b) recorded in the minutes of the meeting at which it is presented.

Policy Implications

Nil

Risk Implications

Please refer to **Appendix 1** to obtain the likelihood, consequence and rating.

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire’s actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire’s financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2022-23 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple Majority

Officer Recommendation

That the Statements of Financial Activity for the month ending 30 April 2023 are received.

Agenda Reference and Subject:	10.2.2 List of Payments
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Mike Darby, Senior Finance Officer
Disclosure of Interest:	
Attachments:	<i>Item 10.2.2 Attachment A – List of Payments April 2023</i>

Summary

Council is asked to endorse the list of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the Chief Executive Officer’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the Chief Executive Officer’s credit card for the month of April 2023.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Please refer to **Appendix 1** to obtain the likelihood, consequence and rating.

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.		

Financial Implications

Payments must be made in accordance with 2022-23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple Majority

Officer Recommendation

That Council endorse the list of payments from the Municipal Account consisting of:

1. EFT voucher numbers EFT21230 to EFT21367 totalling \$1,120,020.83;
2. Cheque number 119 to 120 totalling \$16,189.54;
3. Trust EFT Payments;
4. Wages and Superannuation payments totalling \$204,345.97; and
5. Credit Card payments \$1,509.09,¹

with all payments totalling \$1,340,556.34 for the month of April 2023.

¹Please note that the credit card payment is reported separately, but is a part of EFT payment.

Agenda Reference and Subject:

10.2.3 Adoption of 10-Years Long-Term Financial Plan for 2023-2033

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Moore Australia

Disclosure of Interest:

Attachments:

Item 10.2.3 Attachment A – SOBR Long Term Financial Plan 2023 Draft V1.1

Summary

Council to consider the adoption of a Long-Term Financial Plan (LTFP) for the period 2023-2033 as part of the Integrated Planning and Reporting Framework (IPRF).

The LTFP is a 10-year rolling plan that is used to activate priorities in the Strategic Community Plan. The LTFP:

- provides an indication of a Local Government's long-term financial sustainability;
- allows early identification of financial issues and their longer-term impacts;
- shows the linkages between specific plans and strategies; and
- enhances the transparency and accountability of the Council.

Background

As part of the IPRF, all Local Governments in Western Australia are required to have developed and adopted a "plan for the future", comprising at a minimum of a Strategic Community Plan and Corporate Business Plan. Supporting these plans are a number of informing documents, which include the:

- Workforce Plan;
- Asset Management Plans; and
- Long-Term Financial Plan.

The LTFP is a significant component in requirements of the regulations for the Plan for the Future under the *Local Government Act 1995*

Comment

The LTFP is an internal planning tool used to support the Shire of Bruce Rock's broader strategic planning framework and, in particular, the Strategic Community Plan. It will assist in the preparation of future Annual Budgets and project planning. The LTFP is a key component of the Shire's integrated planning framework and enables the Shire to set priorities, based on the resourcing capabilities for the delivery of short, medium and long-term priorities.

The LTFP is based on a range of assumptions and strategies considered reasonable at the time of developing the LTFP. However, it is not a commitment or guarantee that the assumptions or economic conditions will remain aligned, demonstrating the importance of annual reviews.

Consultation

Darren Mollenoyux, Chief Executive Officer
David Holland, Manager of Works and Services
Manisha Barthakur, Manager of Finance
Moore Australia

Statutory Implications

r.34(5) Local Government (Financial Management) Regulations 1996
 Local Government Act 1995
 Local Government (Audit) Regulations 1996

Risk Implications

Risk: That the adopted variance is not appropriate to measure material variances in the financial reports.		
Likelihood	Consequence	Rating
Almost Certain	Minor	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Moderate” due to short-term economic estimates. As a Moderate Risk, the Chief Executive Officer and the Manager of Finance will be reviewing the economic assumptions and monitoring the estimates annually through the budgeting process, as well as annual updates.		

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

10 Year Outcome – We are financially viable whilst meeting all levels of compliance

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. adopt the Long-Term Financial Plan 2023-2033; and
2. authorise the Chief Executive Officer to forward the Shire of Bruce Rock’s Long-Term Financial Plan 2023-2033 to the Department of Local Government, Sport and Cultural Industries.

Agenda Reference and Subject:	10.2.4 Financial Management Regulation 17 Audit Report
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest:	
Attachments:	<i>Item 10.2.4 Attachment A - Regulation 17 Audit Report</i>

Summary

As per the minutes of the May 2020 Audit Committee meeting, a Financial Management Regulation 17 Audit was undertaken and completed within the given timeline. Council is asked to review and confirm the report as received.

Background

With reference to agenda item 7.2.1 that was endorsed in the May 2020 Audit Committee meeting, a full review of the Shire's internal systems and procedures was required to be completed by the 21st May 2023 as per regulation 17 of the Local Government (Audit) Regulations 1996.

Legislative Requirements

17. (1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*
- (a) risk management; and*
 - (b) internal control; and*
 - (c) legislative compliance.*
- (2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.*
- (3) The CEO is to report to the audit committee the results of that Review.*

Comment

Our Shire considered the Regulation 17 review conducted by Mr Santo Casilli of Australian Audit (Council's new auditors) and management's comments addressing the recommendations.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, former Deputy Chief Executive Officer
Nerea Ugarte, Manager of Governance and Community Services
Manisha Barthakur, Manager of Finance
Santos Casilli, Council's Auditor

Statutory Implications

r.16, r17 Local Government (Audit) Regulations 1996

Policy Implications

Compliance with the Risk Management Policy

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2013-23

Civic Leadership

4.1.2 – Manage the organisation in a responsible and accountable manner

4.1.3 – Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance

Voting Requirements

Simple Majority

Audit Committee Recommendation

That Council receives the Financial Management Regulation 17 Audit Report.

10.3 Environmental Health Officer

Agenda Reference and Subject:

10.3.1 Development Approval for a 40-foot Sea Container
at 97 Butcher Street, Bruce Rock

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest

Attachment:

*Item 10.3.1 - Attachment A - 40ft Sea Container at 97 Butcher
Street, Bruce Rock*

Summary

Council is asked to approve the Development Application for a 30m² sea container located at 97 Butcher Street, Bruce Rock.

Background

Approximately 12 months ago, the Environmental Health Officer (EHO) became aware of a 40-foot shipping container, also known in the local vernacular as a sea container, at 97-99 Butcher Street. Investigation with the owner, Mr P Hodgkiss, revealed the shipping container was readily available and was delivered quickly onsite. Furthermore, the engineering required for the foundation fixtures was delayed for some time, although this has now been achieved and documents provided.

Comment

The Shire of Bruce Rock Local Planning Policy No 5.2 Outbuildings, Shipping Containers and Lean-Tos (the Policy) sets out the Development Approval requirements for shipping containers. A sea container of 20 feet in length does not require Development Approval, provided certain requirements are met. The shipping container at 97 Butcher Street is a 40-foot length sea container, therefore a Development Application, as presented here in Attachment A, is required.

On review, the Development Application for the installation 'works' and domestic storage 'use' shows a 40-foot shipping container in a Surfmist type colour and setback from the front boundary at 11 meters. Whilst it is desirable that shipping containers are screened from sight, this shipping container is in good condition, in a benign colour, and is abutted to existing large outbuildings. Furthermore, the land area is appurtenant to the dwelling lot (No 99 Butcher Street), being two lots collectively of 2,024m², that spatially expands the gross area for the shipping container addition, without being detrimental to absolute amenity.

This Development Application also addresses the fact that the collective floor area of the outbuildings currently onsite are in total 191m². The Policy allows for up to 180m², as either an individual sized outbuilding or collectively. This Development Application also seeks Council to permit the total collective area of outbuildings, including the shipping container, of 221m². Based on the merit of the openness and size of the collective two residential lots, the total size of outbuildings is achievable with minimal impact on amenity. Furthermore, the existence of the shipping container on the lot has not drawn any complaints or concerns from nearby residences.

Consultation

Mr P Hodgkiss, sea container owner, 97-98 Butcher Street, Bruce Rock.

Statutory Implications

Shire of Bruce Rock Local Planning Scheme No 3

Policy Implications

Local Planning Policy No 5.2 Outbuildings, Shipping Containers and Lean-Tos

Risk Implications

Risk: The development exceeds the scope of the approved development application.		
Likelihood	Consequence	Rating
Rare	Minor	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low”, can be managed by routine procedure, and is unlikely to need specific application of resources.		

Financial Implications

Building Permit and Development Application fees

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 Proactive and well governed Shire

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. approve the Development Application in this instance, as presented in Attachment A, for the installation works of a 30m² sea container for the use as a residential storage building located at 97 Butcher Street, Bruce Rock, and the collective floor area of outbuildings of 221m² in this instance only;
2. provide in good faith, although not limited to, as required, the following Advice Notes.

Advice Notes:

 - a) The time period to complete this development works is two years from the date of this Council resolution, unless application is made to the Council of the Shire of Bruce Rock before the expiry of that date.
 - b) A Building Permit is required to be issued and served by the Shire of Bruce Rock in accordance with the Building Act 2011.

10.4 Manager of Governance and Community Services

Agenda Reference and Subject:

10.4.1 Shire Common Seal

Reporting Officer:

Nerea Ugarte, Manager of Governance and Community Services

Author:

Melissa Schilling, Executive Assistant

Disclosure of Interest:

Attachments:

Nil

Summary

Use of Shire Common Seal in April 2023.

Background

Nil

Comment

As per Council's policy, the Shire Common Seal has been used during the months of April 2023as follows:

- Deed of Acknowledgement of Subdivision between Ayrton and Shire of Bruce Rock

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council endorse the use of the Shire Common Seal during April 2023.

Agenda Reference and Subject:

10.4.2 Review of Policy Manual

Reporting Officer:

Nerea Ugarte, Manager of Governance and Community Services

Author:

Nerea Ugarte, Manager of Governance and Community Services

Disclosure of Interest:

Attachments:

Item 10.4.2 Attachment A – Policy 2.2 “Signing Purchase Orders” Amendments

Item 10.4.2 Attachment B – Policy Manual Changes

Summary

Council is asked to review and endorse modifications to the Council’s Policy Manual.

Background

The Policy Manual is prepared to provide Council with a formal written record of all policy decisions.

A Policy Manual aims to:

- provide staff with precise guidelines to act in accordance with Council’s wishes;
- enable staff to act promptly in accordance with Council’s requirements, but without continual reference to Council;
- enable Councillors to adequately handle enquiries from electors, but without undue reference to staff or Council;
- enable Council to maintain a continual review of Council policy decisions, and to ensure they are in keeping with community expectations, current trends and circumstances; and
- enable ratepayers to obtain immediate advice on matters of Council policy.

The Policy Manual states that a review is to be conducted annually to ensure that the policies are consistent with Council’s current policy position. The Policy Manual is also reviewed on an as-needed basis.

Comment

The following changes are recommended to be made to the Policy Manual (Attachment B):

- **Change of Position Title**

In early 2023, the Chief Executive Officer undertook a review of the role of Deputy Chief Executive Officer. As a result of this review, and in keeping with current trends, the position title was changed to Manager of Governance and Community Services. The position’s responsibilities have remained unchanged.

The Policy Manual has been reviewed to replace references to the Deputy Chief Executive Officer with the title of Manager of Governance and Community Services (see Attachment B).

- **2.2 Signing of Purchase Orders** (see Attachment A)

- **Setting of Maximum Limits**

Currently, there is no maximum limit set for the Manager of Governance and Community Services, the Manager of Finance, the Manager of Works and Services and the Environmental Health Officer

to sign purchase orders. This poses an internal financial risk. It is therefore recommended that the following limits be placed on these officers.

Manager of Governance and Community Services	\$150,000
Manager of Finance	\$150,000
Manager of Works and Services	\$249,999 (public tender threshold)
Environmental Health Officer	\$150,000

Authorising Manager

At present, there is no authorising manager nominated for expenditure over limits on purchase orders signed by the Manager of Governance and Community Services, the Manager of Finance, the Manager of Works and Services and the Environmental Health Officer. This poses an internal financial risk. It is therefore recommended that the Chief Executive Officer be nominated as the authorising manager for expenditure over limit for these positions.

Supermarket Supervisor

Recent inflationary pressures have resulted in the increase of the cost of goods procured by the supermarket, with purchases frequently exceeding the purchase order limit set for the Supermarket Supervisor. This poses an administrative burden and a risk to the efficient operation of the supermarket. It is therefore recommended that the Supermarket Supervisor's purchase order limit be changed from \$10,000 to \$15,000.

Natural Resource Management Officer and Skeleton Weed Coordinator

It is recommended that reference to these positions be removed from the Signing Purchase Orders policy, as they no longer exist.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Manisha Barthakur, Manager of Finance
 Melissa Schilling, Executive Assistant

Statutory Implications

Nil

Policy Implications

The Council policies have been reviewed to reflect the Shire's current operations and to minimise risks.

Risk Implications

Risk: That the Policy Manual is not regularly reviewed and amended as necessary.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
The Policy Manual is frequently reviewed to ensure that it is: <ul style="list-style-type: none"> • relevant to, and reflective of, the Shire's operations; and • consistent with Council's current policy positions. 		

Financial Implications

Nil.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Absolute Majority

Officer Recommendation

That Council review and endorse the modifications to the Council Policy Manual, as attached.

10.5 Chief Executive Officer

Nil

11. Regional Reports

Agenda Reference and Subject:

11.1.1 WALGA Zone Minutes April 2023

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Item 11.1.1 Attachment A – WALGA Zone Meeting Minutes

Item 11.1.1 Attachment B – Presentation by Water Corp

Item 11.1.1 Attachment C – Presentation by Main Roads

Summary

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

Background

The recent WALGA Great Eastern Zone Meeting was held on the 17th April 2023 at the Merredin Recreation Centre.

Comment

To encourage improved awareness and promote a better understanding by all Councillors, it is recommended that the WALGA Zone minutes be read and received by Council. Cr Strange and Cr Crooks attended the meeting.

The following items from the minutes are drawn to Councillors' attention.

Presentations

- Rebecca Bowler, Manager of Customers and Stakeholders, Water Corporation
Gave a presentation on current projects within the Zone, which has been included in attachment B.
- Rich Bain, Manager Heavy Vehicle Road Network Access, Main Roads
Gave a presentation on Heavy Vehicles, which has been included as Attachment C.

8.4.1 Zone Meeting – Local Government Presentations

A number of WALGA Zones operate on the basis of rotating meetings through all member Local Government locations, with the host Local Government providing attendees with a 5-to-10-minutes summary of current activities and strategic initiatives. This approach helps all Zone members gain a greater understanding of what is happening throughout the region.

The Great Eastern Country Zone members have a standing agreement to share in-person meetings between Kellerberrin and Merredin, and do not have an arrangement for a 'host' Local Government presentation.

The Executive Committee identified that it may take some time to cycle through all 16 Zone Local Governments and proposed an alternative initiative to invite a representative of Voluntary Regional Organisation of Council (VROCs) to provide an update presentation, also on a rotational basis.

ACTION:

That Great Eastern Country Zone Members are given the opportunity to present, as well as inviting VROCs on a rotational basis to present from a collaborative front.

A full copy of the minutes and supporting documentation is provided as Attachment A.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WALGA Great Eastern Zone meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low”, will be managed by routine procedure, and is unlikely to need specific application of resources.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1 – Our organisation is well positioned and has capacity for the future

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for the community.

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the minutes of the WALGA Great Eastern Zone Meeting held on the 17th April 2023 at the Merredin Recreation Centre.

Agenda Reference and Subject:

11.1.2 WEROC Inc Meeting Minutes April 2023

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Item 11.1.2 Attachment A - WEROC Inc. Board Meeting Minutes 26042023

Item 11.1.2 Attachment B - Town Teams Movement Project Plan

Item 11.1.2 Attachment C - WEROC Waste Management Option Paper

Summary

Council is asked to receive the minutes from the previous WEROC Inc (WEROC) Board Meeting.

Background

The last WEROC Board Meeting and Annual General Meeting were held on the 26th April 2023 at the Shire of Yilgarn Council Chambers.

Comment

To encourage the WEROC partnership and promote a better understanding by all Councillors, it is recommended that the WEROC Board Meeting minutes be read and received by Council. Cr Crooks, the Chief Executive Officer and the Manager of Governance and Community Services attended the meeting.

The following items are highlighted for Council's attention.

7.1 Corella Management Program – Wheatbelt NRM

On Tuesday, the 28th March 2023, the Executive Officer of WEROC met with Dr. O'Callaghan to get an update on the Corella Management Coordinator proposal. Dr. O'Callaghan advised that Wheatbelt NRM have secured a commitment of \$50,000 per annum each from CBH and AROC for a three-year period and requested that WEROC consider matching this financial contribution.

Dr. O'Callaghan indicated that there is no formal agreement or scope of works for the Coordinator position at this point in time, as they need to understand what level of resource they will have available to them before entering into any negotiations with the partner organisations. If WEROC were to agree to a \$50,000 per annum contribution, it was suggested that we may like to adopt the approach AROC has taken, which is to split the contribution, with \$25,000 coming from the collective funds of the group and the remainder being an individual Shire contribution of \$4,167 each per annum.

Further details of the proposed program are included in the minutes attached.

The meeting resolved as follows.

That:

- 1) WEROC commit \$25,000 per annum toward the Corella Coordination position for a three-year period.*
- 2) Individual Shire contributions will be in-kind pest control activities; and*

- 3) *Wheatbelt NRM be requested to negotiate separately with individual Shires on any additional contributions.*

7.4 Central Wheatbelt Visitors Centre Service Proposal

At the WEROC Board Meeting held on the 22nd February 2023, Mr. Daniel Hay-Hendry, Manager Projects and Assets at the Shire of Merredin, provided an overview of the WEROC Waste Management Options Paper (see Attachment C). The matter was briefly discussed, but decisions were deferred to allow more time for the Shires to consider the recommendations.

All Local Governments provided their feedback and the meeting resolved as follows.

That the WEROC Inc. Board adopt the interim, short-term, and medium-term recommendations as outlined in the Shire of Merredin's, WEROC Waste Management Options Report.

7.5 WEROC Budget

The Draft Budget for 2023-24 for WEROC was presented for consideration by member Councils and the following resolution was made:

Resolution

That the WEROC Inc. draft budget for the year ending 30 June 2024, as presented, with a general subscription for each Member Council set at \$12,000 (Ex. GST), be adopted.

7.6 Discussion and Decisions Arising from the Presentation by Ms. Susan Hall, Wheatbelt Development Commission (WDC)

Mr. Darren Mollenoyux suggested that WEROC request a more detailed report on where the WDC is at on their housing analysis, and ask if they can support WEROC in conducting a housing analysis like the one being completed in the southern Wheatbelt.

The meeting resolved;

That WEROC Inc. request assistance from the Wheatbelt Development Commission in undertaking a housing analysis.

7.7 Discussion and Decisions Arising from the Presentation by Mr. Michael Hayden

Mr. Michael Hayden, Managing Director, Maarli Services, advised via email on Monday, the 23rd January 2023 that Maarli Services was successful in its application to deliver the Eastern Wheatbelt Ranger Program over a two-year period. This will enable Maarli Services to have a small team of employees dedicated to maintaining the cultural and environmental land assets across the region. Mr. Hayden advised that he is looking to establish partnerships with each of the Local Governments that provided letters of support (including the Shires of Merredin, Bruce Rock, Kellerberrin, Westonia and Yilgarn) and hoped to explore regional collaboration opportunities.

Mr. Hayden presented an overview of Maarli Services, a summary of which is provided below:

- Maarli Services was established in 2016.
- It is a for profit organisation based out of Merredin, predominantly delivering civil construction services.
- Maarli is branching out into environmental/cultural services, which is where the Eastern Wheatbelt Ranger program fits in.
- Maarli secured \$740,000 over a two-year period from the State Government's Aboriginal Ranger Program, which is administered by the Parks and Wildlife Service of the Department of Biodiversity, Conservation and Attractions.
- Through this program, Maarli will be responsible for the maintenance of land assets across 11 Shires.

- For each of the 11 Shires, Maarli has selected two-to-three reserves, which they will focus on. Generally, the larger reserves that attract a high volume of visitors, and those with a strong cultural connection have been chosen.
- Next steps for Maarli include developing agreements with stakeholders (including Local Governments) and continuing to grow and develop the ranger program.

This program is a fee for service that would need to be paid by individual Local Governments.

The meeting resolved;

That Mr. Michael Hayden be requested to contact Shire's individually to discuss the sites they have selected for coverage under the Eastern Wheatbelt Ranger Service, and what services they propose to provide at each site.

The full version of the minutes is attached for Councillors' reference (see Attachment A).

There is a copy of the Town Teams Project overview at Attachment B.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock's Risk Management Procedure's Risk Matrix. The perceived level of risk is considered to be "Low", will be managed by routine procedure, and is unlikely to need specific application of resources.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1– Our organisation is well positioned and has capacity for the future

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for the community.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

- 1. receive the minutes of the WEROC Inc Board Meeting held on the 26th April 2023 at the Shire of Yilgarn Council Chambers; and**
- 2. make budget provision of \$12,000 for WEROC Inc Membership in the 2023-24 budget.**

12. New Business of an Urgent Nature Introduced by Discussion of the Meeting

13. Confidential Items

14. Closure of Meeting