North Eastern Wheatbelt
Regional Organisation of Councils

COUNCIL MEETING

MINUTES

Tuesday 1 September 2026
Shire of Koorda Council Chambers

9.30am Morning Tea
10.00am Council Meeting

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Agenda for the Council Meeting to be held on Tuesday 1 September 2026 at the Shire of Koorda Council Chambers commencing at 10am

AGENDA

1. OPENING AND ANNOUNCEMENTS

The NEWROC President welcomed everyone and opened the meeting at 9.57 am

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. ATTENDANCE

Cr Robert Trepp	NEWROC Chair, Deputy President, Shire of Dowerin
Cr Melanie Brown	President, Shire of Trayning
Cr Pippa De Lacy	President, Shire of Nungarin (TEAMS)
Cr Jannah Stratford	President, Shire of Koorda
Cr Gary Shadbolt	President Shire of Mukinbudin
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Chris Loton	Councillor, Shire of Wyalkatchem
Manisha Barthakur	CEO, NEWROC and CEO, Shire of Dowerin
Peter Naylor	CEO, Shire of Trayning
David Nayda	CEO, Shire of Nungarin (TEAMS)
Zac Donovan	CEO, Shire of Koorda
Tom Kettle	CEO, Shire of Wyalkatchem
Ben McKay	CEO, Shire of Mt Marshall
Caroline Robinson	Executive Officer, NEWROC (TEAMS)
Maddison Sumpton	Administration, NEWROC

2.2. APOLOGIES

Tanika McLennan	CEO, Shire of Mukinbudin
Cr Christy Petchell	President, Shire of Wyalkatchem

2.3. GUESTS

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

4. PRESENTATIONS

NIL

5. MINUTES OF MEETINGS

Minutes of the Council Meeting held on 7 July 2026 have previously been circulated.

RESOLUTION

That the Minutes of the Council Meeting held on 7 July 2026 be received as a true and correct record of proceedings.

Moved Cr Stratford	Seconded Cr Sachse	Carried 7/0

Minutes of the Executive Meeting held on 4 August 2026 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 4 August 2026 be received.

Moved Cr Brown	Seconded Cr Sachse	Carried 7/0

5.1. BUSINESS ARISING

Status update on strategic projects

STRATEGIC PROJECT	DECISION	UPDATE
Joint ROC Forum	RESOLUTION (March 2026) • Notes outcomes of the Joint ROC Event • Considers and determines priority next steps arising from the event • Executive proposes actions and presents to Council (circular resolution to enable this and timeliness)	• Annual report sent to all invites and attendees of the ROC Forum. • Briefing provided to Director of RDA Wheatbelt on NEWROC priorities and projects. Canberra trip in September. • Presentation to the Inquiry to Local Government Financial Sustainability on Aug 28th.
Key Workforce Housing Project	The joint application to the Regional Housing Support Fund was submitted in January 2026 (three Shires).	• Crown Land Assembly exercise completed for a DPLH meeting. Provided to Grant Arthur, WDC. • Unsuccessful application of RHSF. • Potential for a regional housing application to the Federal Government with WEROC and ROEROC.
Regional Waste Project	RESOLUTION (May 2026)	• Funding received. • Project Plan developed.

STRATEGIC PROJECT	DECISION	UPDATE
	Council adopt the 26/27 budget, with the waste management project — subject to a successful grant application — funded from NEWROC reserves.	• Grant executed. • Project Manager requested. • Stage 2 financials to be updated, quote requested from 2 providers.

6. FINANCIAL MATTERS

6.1. INCOME, EXPENDITURE, PROFIT AND LOSS, BALANCE

FILE REFERENCE	42-2 Finance Audit and Compliance
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	
CONSULTATION	

COMMENT

Account transactions for the period 1 July to 31 August 2026.

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
Opening Balance			**158,468.00**	**0.00**	**158,468.00**
01 Jul 2026	Xero Australia	XERO	0.00	78.00	158,390.00
12 Jul 2026	Payment: Incredible People Pty Ltd	INV-2430	0.00	5,024.58	153,365.42
12 Jul 2026	Payment: Bencubbin CRC	Literary Luncheon (incorrect)	0.00	660.00	152,705.42
12 Jul 2026	Payment: Sally J Design	Inv1048	0.00	220.00	152,485.42
12 Jul 2026	ATO		0.00	3,582.00	148,903.42
12 Jul 2026	ATO		0.00	213.00	148,690.42
12 Jul 2026	Payment: 150Square	INV-0503	0.00	7,334.43	141,355.99
01 Aug 2026	Bendigo Bank	Bank Fee	0.00	2.40	141,353.59
03 Aug 2026	Xero Australia	XERO	0.00	78.00	141,275.59
17 Aug 2026	Bendigo Bank	Bank Fee	0.00	30.00	141,245.59
27 Aug 2026	Payment: 150Square	INV-0570	0.00	3,923.88	137,321.71
27 Aug 2026	Payment: Beacon CRC	Literay Luncheon	0.00	660.00	136,661.71
27 Aug 2026	Payment: Bencubbin Community Resource Centre	INV-3831 (Records)	0.00	100.00	136,561.71
Total BB NEWROC Funds-5557			**0.00**	**21,906.29**	**136,561.71**
Closing Balance			**136,561.71**	**0.00**	**136,561.71**
Total			**0.00**	**21,906.29**	**136,561.71**

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils
As at 31 August 2026

	31 AUG 2026
Assets	
Bank	
BB NEWROC Funds-5557	136,561.71
BB Term Deposit Account-1388	324,363.98
Total Bank	**460,925.69**
Current Assets	
Sundry Debtors Control	2,828.00
Total Current Assets	**2,828.00**
Total Assets	**463,753.69**
Liabilities	
Current Liabilities	
ATO Integrated Client Account	3,876.00
GST	(2,132.70)
Rounding	0.21
Sundry Creditors Control	7,555.75
Unpaid ATO Liabilities	(9,214.00)
Total Current Liabilities	**85.26**
Total Liabilities	**85.26**
Net Assets	**463,668.43**
Equity	
Current Year Earnings	(8,268.43)
Retained Earnings	471,936.86
Total Equity	**463,668.43**

RESOLUTION

That the income and expenditure from 1 July to 31 August 2026 and balance sheet be received.

Moved Cr Shadbolt	Seconded Cr Sachse	Carried 7/0

7. MATTERS FOR DECISION

7.1. WASTE PROJECT – GRANT FUNDING

FILE REFERENCE	103-1 Waste Management
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	Project Plan Project Manager Scope
CONSULTATION	

BACKGROUND

The Shire of Dowerin has executed the grant agreement on behalf of the NEWROC.

COMMENT

Member CEOs have contributed to the Project Plan, which is included in the agenda.

Discussion at the August Executive meeting included the following matters:

- Each waste transfer station design will need to be tailored to local infrastructure and landfill conditions.
- Councils may contribute additional cash or in-kind works to their individual sites.
- The Dowerin Work Camp may be an option for labour support.
- The Executive has requested a project manager (external / sub contracted) to oversee procurement, grant deliverables and overall project coordination. A scope has been included in the agenda and distributed to one potential individual.

OFFICER RECOMMENDATION

That NEWROC Council receives the project plan.

The NEWROC engages a project manager for the project from NEWROC funds at a cost of $___

AMENDED RESOLUTION

That NEWROC Council receives the project plan.

The NEWROC Council obtains quotes to engage a project manager for the project.

The NEWROC circulates a flyingr motion pending the outcome of the quote.

Moved Cr Stratford	Seconded Cr Brown	Carried 7/0

7.2. WASTE PROJECT – STAGE 2

FILE REFERENCE	103-1 Waste Management
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	Quote - IWS
CONSULTATION	Rural Infrastructure IWS Projects

COMMENT

At the August Executive meeting, CEOs discussed stage 1 and stage 2 of the waste project. CEOs were asked to consider the key risks associated with stage two of the project, being the proposed regional facility, so that early mitigation actions could be identified and incorporated into project planning.

The summary below identifies key strategic, financial, governance, community and delivery risks for consideration and discussion.

- The regional site at Bencubbin is supported in principle by the Shire of Mt Marshall Council however, a specific site has not been formally endorsed. This creates uncertainty regarding the final service model, host arrangements, land tenure, approvals, procurement, capital cost and delivery timeframe. If the preferred site is not supported, or if one or more member Councils does not participate, transport distances and operating costs may increase, and economies of scale may reduce.
- The proposed transfer stations and regional facility may be more expensive than current service arrangements and infrastructure. Member Councils may be unable to commit the required funds, external funding may not be secured, and previous cost estimates or assumptions may require updating. Differences between member Shires, including whether they provide recycling, general waste kerbside collection, or both services, will also affect the financial model.
- One or more NEWROC members may choose not to participate. Changes to Councillors, CEOs or project personnel may affect continuity, decision-making and project momentum. A clear governance framework, including any future heads of agreement, will be required before the project proceeds.
- Councillor and community understanding of the proposed service model is varied. Expectations may differ from the transfer station design and service model presented by ASK Waste Management. Further communication will be required so communities understand proposed fees and charges, site operating arrangements, staffing or contractor options, and the likely implications for current waste services.

The Executive also identified the following matters requiring further consideration:

- Potential changes to fees and charges, including how costs would be apportioned between participating Shires;
- Staffing, contractor and site management requirements for both transfer stations and any regional facility; The capacity of CEOs and administration teams to progress stage 1 and stage 2 of the project alongside existing operational responsibilities;
- Whether kerbside collection and site operations should be delivered by contractors, internally by member Shires, or through a hybrid model;

- Transport, travel and operating costs associated with each potential service model and site location;
- Community perception, service expectations and the need for clear communication about proposed changes, costs and site operating arrangements;
- Councillor capacity to make an informed decision without updated costings, viability analysis, governance arrangements and service model information;
- The need for a clear governance framework, including any heads of agreement, before member Councils make further commitments;
- The need to update capital cost estimates and operating cost assumptions for any proposed regional site; and
- State Government requirements, policy direction and opportunities to seek WALGA advice on regional waste planning and future funding pathways.

Since the Executive meeting the NEWROC EO has met with Rural Infrastructure and IWS Projects. NEWROC has requested a quote to update cost estimates and financial analysis of a regional facility.

OFFICER RECOMMENDATION

That NEWROC engage appropriate support to update the cost estimates and financial analysis for stage two, including assessment of the minimum participation and financial viability requirements for a regional facility to proceed, the implications of different numbers of participating Shires, and comparison of contractor-delivered and internally delivered kerbside waste collection models.

NEWROC requests the Shire of Mt Marshall review the three sites previously identified by Ask Waste Management and nominate their preferred location to assist in the stage two financial analysis process.

That NEWROC invite Avon Waste to the next Executive meeting to discuss its potential involvement in stage one and stage two of the waste project.

That NEWROC invite Rebecca Brown, Policy Manager Environment and Waste at WALGA, to the next Executive meeting to provide advice on State Government requirements, policy direction and regional waste planning considerations.

AMENDED

That NEWROC engage BEC- IWS Projects to update the cost estimates and financial analysis for stage two, including assessment of the minimum participation and financial viability requirements for a regional facility to proceed, the implications of different numbers of participating Shires, and comparison of contractor-delivered and internally delivered kerbside waste collection models.

NEWROC requests the Shire of Mt Marshall, as soon as practical, review the three sites previously identified by Ask Waste Management and nominate their preferred location to assist in the stage one financial analysis process.

That NEWROC invite Avon Waste to the next Executive meeting to discuss its potential involvement in stage one and stage two of the waste project.

That NEWROC invite Rebecca Brown, Policy Manager Environment and Waste at WALGA, to the next Executive meeting to provide advice on State Government requirements, policy direction and regional waste planning considerations.

Moved Cr Brown	Seconded Cr Shadbolt	Carried 7/0

7.3. HOUSING SUPPORT PROGRAM

FILE REFERENCE	090-1 Housing General
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	
CONSULTATION	RoeROC EO WEROC EO Shire of Narembeen CEO

BACKGROUND

The Australian Government has announced a $2 billion Housing Support Program – Local Infrastructure Fund to assist local governments and state-owned utilities to deliver critical 'last mile' infrastructure that unlocks new housing development.

The Fund is intended to support practical enabling infrastructure such as local roads, footpaths, cycle paths, lighting, bridges and culverts, stormwater and drainage, water and wastewater infrastructure, electricity infrastructure, and public transport enabling works. It will not fund state-delivered infrastructure, social or community infrastructure, or the direct construction of housing.

Funding will be delivered in two rounds of $1 billion each, with at least $500 million reserved nationally for regional projects. Western Australia's indicative allocation is $214.2 million, including $53.6 million for regional projects. Applications for the first round are expected to open later in 2026, with a second round expected in mid-2027.

Projects will be assessed against the number of well-located homes unlocked relative to the funding sought, delivery timeframe, project readiness and evidence of need. Preference is expected to be given to projects that can be completed by 30 June 2029. Applications are likely to require project scope, detailed designs or plans, cost estimates, funding profile, timeline, milestones, risk assessment, evidence of dwelling yield, evidence of funding shortfall and confirmation that the proposal is supported by relevant State planning and housing priorities.

COMMENT

NEWROC has been invited to consider partnering with WEROC and RoeROC to prepare a regional application. A joint meeting has been held with the Executive Officers and the Shire of Narembeen CEO, with Narembeen prepared to act as the lead host. A regional approach would require one coordinated business case across the ROCs and a clear list of priority lots in each participating Shire that align with the grant criteria.

Key preparation issues include confirming eligible infrastructure needs, obtaining accurate quantity surveyor or technical cost estimates, confirming any co-contribution capacity, and addressing gaps where infrastructure costs are not yet captured in Town Action Plans.

RESOLUTION

That NEWROC proceed with preparation of a regional Housing Support Program – Local Infrastructure Fund application with WEROC and RoeROC (when the grant is announced and guidelines are released).

The NEWROC supports the proposed lead host arrangement in principle, and requests member Shires to provide priority lot, infrastructure, costing, evidence of need and co-contribution information.

ACTION

That NEWROC EO request letters of support from CEACA and other organisations to support future application.

Moved Cr Stratford	Seconded Cr Sachse	Carried 7/0

8. MATTERS FOR DISCUSSION

8.1. HEALTH LOCAL LAWS – PUBLIC HEALTH ACT 2016 TRANSITION

FILE REFERENCE	
AUTHOR	Zac Donovan
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	
CONSULTATION	Sam McLeod, WALGA

BACKGROUND

In March 2024, the Department of Health's Chief Health Officer wrote to local government CEOs outlining the staged implementation of the Public Health Act 2016. The Department's implementation information indicates that the Public Health Act 2016 is being progressively introduced and is intended to modernise Western Australia's public health regulatory framework, including the repeal of much of the Health (Miscellaneous Provisions) Act 1911.

As part of the transition, local governments are expected to review the way public health matters are regulated and enforced at the local level. This may require each local government to prepare a new health local law, or substantially amend existing local laws, so that local law provisions align with the new legislative framework.

COMMENT

Preparing a health local law is likely to be complex and resource intensive, particularly for smaller local governments without dedicated in-house governance or legal resources. If each local government separately engages external legal support to prepare substantially similar local laws, there is likely to be duplication of effort and cost across the sector.

At this stage, it is understood that WALGA does not have a confirmed plan to prepare a model or template health local law for local governments to adapt. A sector-wide template, model local law or fee-for-service support option may reduce duplication, improve consistency and provide a more cost-effective pathway for member local governments.

Members are asked to discuss whether NEWROC should support a coordinated approach to the development of new health local laws, including advocacy to WALGA and consideration of a regional project if sector-wide support is not available.

Matters for discussion include:

- whether member local governments are likely to require new or substantially amended health local laws arising from the Public Health Act 2016 transition;
- whether WALGA should be requested to prepare a model or template health local law, or provide coordinated sector support;
- whether a fee-for-service WALGA model would be supported if it is more cost-effective than individual legal briefings by each Shire;

- whether NEWROC should consider a regional procurement or shared legal/governance project if WALGA support is not available; and
- what information member Shires require to understand timing, cost, resourcing and implementation implications.

RESOLUTION

That NEWROC discuss the implications of the Public Health Act 2016 transition for member local governments and consider whether to request WALGA to develop a model or template health local law for the sector. If WALGA is unable to provide this support, NEWROC may wish to consider progressing a regional project to obtain shared assistance.

AMENDED

That NEWROC discuss the implications of the Public Health Act 2016 transition for member local governments.

NEWROC advocate to WALGA at its next Zone meeting to develop a model or template health local law for the sector.

Moved Cr de Lacy	Seconded Cr Stratford	Carried 7/0

8.2 EO KPIs

FILE REFERENCE	042-2 Executive Officer
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Nil
ATTACHMENT NUMBER	
CONSULTATION	

BACKGROUND

The following EO KPIs were agreed to by Council in July 2026.

TIER 1 HIGH PRIORITY (12 months)	
A1. Progress towards funding for residential land headworks (as per the NEWROC workforce housing strategy and individual member Town Action plans) *Readiness – evidence base documented*	A2. Progress towards funding for residential housing construction (as per the NEWROC workforce housing strategy and individual member Town Action plans) A2. Investigate housing 'group procurement' *Readiness – evidence base documented*
B. Progress funding towards the planning of the NEWROC Microgrid. *Readiness – feasibility study completed, Western Power support, no governing structure to implement*	C. Secure funding for waste transfer stations in the NEWROC. *Readiness – evidence base documented and in principle agreement for regional site, budget allocations in each member Council*
TIER 2 MEDIUM PRIORITY (12 months)	
D. Progress towards a solution to reduce annual rate contributions towards the provision of GP services in communities. *Readiness – evidence base documented, Alliance established*	E. Advocate for second round of funding for the Wheatbelt Secondary Freight Network. *Readiness – WSFN established and proof of concept*
TIER 3 LOW PRIORITY	
H. Investigation into the purpose of a Regional Subsidiary for housing. *Readiness – foundational documents developed, needs revision and Council endorsement / public commentary.*	

A regional subsidiary remains a potential governance mechanism for NEWROC to deliver shared regional priorities, including housing or waste, where a more formal delivery structure is required. Under the Local Government Act 1995, two or more local governments may form a regional subsidiary with Ministerial approval. Department guidance describes a regional subsidiary as a separate legal entity, managed by a board and governed by a Minister-approved charter, which can assist local governments to pool resources, deliver shared services and address region-specific issues.

NEWROC has previously developed foundational material, including model rules and a draft business plan. These documents would require review and amendment before any formal proposal proceeds, particularly to confirm the specific purpose of the subsidiary, proposed participating local governments, service or project scope, financial contributions, governance arrangements and implementation pathway.

The regional subsidiary work could be progressed in stages. For waste, we may wait until updated financial analysis for stage two has been determined and whether a subsidiary is the preferred governance model. For housing, a regional subsidiary may provide a future governance shell if member Councils wish to pursue funding for headworks and housing as well as procurement of modular housing.

Council is asked to provide feedback on whether the Executive should continue preliminary work on a regional subsidiary framework, including reviewing the existing model rules and business plan, identifying which project area would be most suitable, and monitoring current local government reform relating to regional subsidiaries.

RESOLUTION

Submitted for discussion.

AMENDED

Council instructs NEWROC Executives along with EO to discuss and action the investigation of a regional subsidiary for waste at its next meeting.

Moved Cr Stratford	Seconded Cr Loton	Carried 7/0

9. MATTERS FOR INFORMATION

9.1. LOCAL GOVERNMENT RURAL HEALTH FUNDING ALLIANCE

FILE REFERENCE	071-1 Health General
AUTHOR	Caroline Robinson
DISCLOSURE OF INTEREST	Caroline Robinson is engaged by the LGRHA
ATTACHMENT NUMBER	WACHS Letter Zone updates WALGA update
CONSULTATION	

COMMENT

The Local Government Rural Health Funding Alliance has provided the attached update to the WALGA Zones in rural WA.

Correspondence from the Department of Health and Aged Care and the WA Country Health Service is also included for members' information.

The Alliance presented at the public hearing on Local Government Financial Sustainability on 28 August.

OFFICER RECOMMENDATION

Information is received.

Moved Cr Sachse	Seconded Cr Shadbolt	Carried 7/0

10. GENERAL UPDATES

- Attendance at the Inquiry into Local Government Financial Sustainability (Manisha and Cr Brown) on August 28 2026, in Northam.
- Annual Report is included in the attachments and can be shared with Councillors and the community
- DPLH Meeting (WDC).
- Shared services update (Town Planner).
- LG Professionals Conference – Manisha to present
- WA Country Ambulance Agreement and Cr Hudson on the ABC.
- WSFN Meeting 29 September. Seek to promote the 42 Shires working together (governance).
- CWSP grants ending 1 July 2027.
- RAV vehicle movements – Main Roads traffic counters with camera's are out on some roads.
- NEWROC dinner – 17th September Meat & Wine Co, EO to distribute an RSVP form.

11. 2026 MEETING SCHEDULE

DATE	MEETING	HOST SHIRE
6 October	Executive and NEWTRAVEL	Shire of Nungarin
3 November	Council	Shire of Wyalkatchem

12. CLOSURE

NEWROC President closed the meeting at 12.03 pm.

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY
January	
February	• Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) • Council reviews NEWROC project priorities / strategic plan
March	• WDC attendance to respond to NEWROC project priorities • Submit priority projects to WDC, Regional Development and WA Planning
April	• NEWROC Budget Preparation
May	• NEWROC Draft Budget Presented • NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027)
June	• NEWROC Budget Adopted
July	
August	• Information for Councillors pre-election • NEWROC Audit
September	
October	• NEWROC CEO and President Handover (every 2yrs)
November	• NEWROC Induction of new Council representatives (every other year) • Review NEWROC MoU (every other year)
December	• NEWROC Christmas / End of Year Drinks

NEWROC ROTATION

Shire of Mt Marshall
Shire of Nungarin
Shire of Wyalkatchem
Shire of Koorda
Shire of Mukinbudin
Shire of Trayning
Shire of Dowerin (Oct 2025 – Oct 2027)