



**North Eastern Wheatbelt
Regional Organisation of Councils**

Executive Meeting

Monday 15 September 2025

Shire of Nungarin

MINUTES

9.30am Morning Tea
10am Executive Meeting

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ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) 👉 Council reviews NEWROC project priorities / strategic plan	Council
March	👉 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	👉 NEWROC Draft Budget Presented 👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027)	Executive
June	👉 NEWROC Budget Adopted	Council
July		Executive
August	👉 Information for Councillors pre-election 👉 NEWROC Audit	Council
September		Executive
October	👉 NEWROC CEO and President Handover (every 2yrs) 👉 NEWROC Dinner	Council
November	👉 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 of the Executive Meeting held on 15 September 2025 at the Shire of Nungarin
Council Chambers commencing at 9.53am.

MINUTES

1. OPENING AND ANNOUNCEMENTS

NEWROC CEO, Peter Naylor welcomed everyone and opened the meeting at 9.53am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Peter Naylor	CEO NEWROC, CEO Shire of Trayning
David Nayda	CEO, Shire of Nungarin
Tanika McLennan	CEO Shire of Mukinbudin
Zac Donovan	CEO Shire of Koorda
Ben McKay	CEO, Shire of Mt Marshall
Ian McCabe	A/CEO, Shire of Wyalkatchem
Manisha Barthakur	CEO, Shire of Dowerin
Caroline Robinson	Executive Officer, NEWROC

2.2. Apologies

Nil

2.3. Guests

Siarn Meyn - Director - Delivering Outcomes (online)

Sally Bradbrook - Principal Consultant - Mapien Workplace Strategists (online)

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 Mukinbudin)	Council	CEO	Council Dec 2017
NEWROC Website	CEO	NEWROC EO	Council June 2017

RESOLUTION

Tanika McLennan be removed as a signatory for the North Eastern Wheatbelt Regional Organisation of Councils: Account Number 153435557

Manisha Barthakur be added as a signatory for the North Eastern Wheatbelt Regional Organisation of Councils: Account Number 153435557

Moved B McKay

Seconded D Nayda

CARRIED 7/0

4. Presentations (TEAMS)

Human Resources EOI Submissions (attached)

10.10am Siarn Meyn - Director - Delivering Outcomes

10.30am Sally Bradbrook - Principal Consultant - Mapien Workplace Strategists

RESOLUTION

NEWROC Executive write to WALGA providing feedback regarding the industrial relations / HR support service.

PART A of the Human Resources EOI proceed with Delivery Outcomes with a revised quote to be received.

Moved B McKay

Seconded I McCabe

CARRIED 7/0

5. Status Report

PROGRAM	KEY PERFORMANCE INDICATORS 2025	SEPT STATUS REPORT
INFRASTRUCTURE AND SERVICE DELIVERY	1. Regional shared engineering resource model presented to members 2. Continued advocacy on power, telecommunications and provision of GP services (demonstrated) 3. Community benefit framework (renewable energy) developed for the NEWROC (and individual Shire adoption) 4. Regional subsidiary application completed and submitted for one service in the NEWROC 5. Volunteer first responders (ambulance) report completed with associated action plan and presented to all branches, St Johns and key stakeholders.	1a. HR EOI released and two providers presenting at Exec meeting 2a. Presentation to ARENA. Presentation to Powering WA and Department of Energy and Regulation. Cr Brown met with Dr Chris Rodwell at Dowerin Machinery Field Days.
TOURISM SECTOR DEVELOPMENT	1. NEWTRAVEL Accommodation Strategy completed, adopted and funding avenues identified, with one application submitted in 2025 2. Continued oversight of the NEWROC Town Team Builder.	1a. NEWTRAVEL accommodation strategy working group participation 2a. NEWROC Town Team Builder report attached
SMALL BUSINESS DEVELOPMENT	1. Wheatbelt Business Network presentation to members with one collaborative low cost project pitched	1a. Met with Peter Lowan and a proposal received from the WBN. Ongoing work required.
LOCAL COMMUNITY REVITALISATION	1. Continued oversight of the NEWROC Town Team Builder with forward projects presented to Council 2. Regional waste site identified and endorsed by host Council 3. Funding received towards the waste project that assists with implementation 4. Community engagement and education completed across all Shires regarding changes to waste management	3a. rPPP funding unsuccessful. 4a. Waste Sorted grant application submitted.

**REGIONAL BRAND
ESTABLISHMENT**

- | | |
|--|--|
| <ol style="list-style-type: none">1. Brand guidelines adopted2. Website updated and current3. Regular communication across Instagram, Facebook and LinkedIn4. Presentation at Wheatbelt Futures Forum5. Attendance at ALGA.6. Advocacy plan implemented and reported against (during ALGA attendance).7. Demonstrated regular communication with Wheatbelt Development Commission and RDA Wheatbelt. Attendance annually at NEWROC Council (once). | <ol style="list-style-type: none">6a. Combined ROC event – date to still be determined by Minister |
|--|--|

6. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 1 July 2025 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 1 July 2025 be received as a true and correct record of proceedings.

Moved B McKay

Seconded Z Donovan

CARRIED 7/0

6.1. Business Arising

Nil

7. FINANCIAL MATTERS**7.1. Income, Expenditure and Profit and Loss**

FILE REFERENCE: 42-2 Finance Audit and Compliance
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 11 September 2025
ATTACHMENT NUMBER:
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

Account transactions for the period 1 August 2025 to 31 August 2025

BB NEWROC Funds-5557 Transactions

North Eastern Wheatbelt Regional Organisation of Councils

For the period 1 August 2025 to 31 August 2025

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
Opening Balance			150,391.86	0.00	150,391.86
01 Aug 2025	Xero Australia	XERO Subscription	0.00	71.25	150,320.61
01 Aug 2025	Bendigo Bank	Bank Fee	0.00	2.40	150,318.21
13 Aug 2025	Payment: Bonnie Rock Book Club	NEWROC Literary Lunch	0.00	600.00	149,718.21
13 Aug 2025	Payment: 150Square	150Square	0.00	3,898.38	145,819.83
13 Aug 2025	Payment: Sally J Design	Website	0.00	179.40	145,640.43
Total BB NEWROC Funds-5557			0.00	4,751.43	145,640.43
Closing Balance			145,640.43	0.00	145,640.43
Total			0.00	4,751.43	(4,751.43)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils

As at 31 August 2025

31 AUG 2025

Assets

Bank

BB NEWROC Funds-5557	145,640.43
BB Term Deposit Account-1388	318,021.55
Total Bank	463,661.98

Current Assets

Sundry Debtors Control	14,900.00
Total Current Assets	14,900.00

Total Assets	478,561.98
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Liabilities

Current Liabilities

ATO Integrated Client Account	3,876.00
GST	(3,210.97)
Rounding	0.21
Sundry Creditors Control	3,590.00
Total Current Liabilities	4,255.24

Total Liabilities	4,255.24
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Net Assets	474,306.74
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Equity

Current Year Earnings	(9,557.29)
Retained Earnings	483,864.03
Total Equity	474,306.74

RESOLUTION

That the income and expenditure from 1 August to 31 August 2025 and balance sheet be received.

Moved M Barthakur

Seconded D Nayda

CARRIED 7/0

8. MATTERS FOR DISCUSSION

8.1. NEWTRAVEL

FILE REFERENCE:	132-1 NEWTRAVEL
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	150Square is completing the Strategic Plan refresh
DATE:	11 September 2025
ATTACHMENT NUMBER:	
CONSULTATION:	Linda Vernon
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the April Executive meeting, the NEWTRAVEL Executive Officer presented an update on NEWTRAVEL. Members also discussed the future of the group and ongoing governance. The Executive requested that the NEWTRAVEL EO and NEWROC EO work together on options for the NEWROC to consider to ensure the work of NEWTRAVEL continues and has financial longevity for future certainty.

The following resolution was made at the July Executive meeting:

RESOLUTION

Each Local Government annual membership to be \$15,0000 subject to a formal review of the NEWTravel structure and strategy session.

Moved B McKay

Seconded T McLennan

CARRIED 6/0

At the NEWTRAVEL strategic planning session, the purpose of the group was discussed (and amended) as well as the membership and structure. 150Square has reviewed the constitution of NEWTRAVEL and will be advising the membership classes and voting rights should be amended, so too the composition and representation on the Committee.

A recommendation from NEWROC can be made to NEWTRAVEL regarding the constitution, however it can only be a recommendation as the individual Shires are ordinary members of NEWTRAVEL and it's a separate entity to NEWROC.

ACTION

NEWROC CEOs in principle, support an amendment to the membership classes of NEWTRAVEL. NEWROC EO to circulate a discussion paper.

NEWROC EO continue to work with the NEWTRAVEL EO and present amendments to the constitution.

9. MATTERS FOR DISCUSSION

9.1. HOUSING

FILE REFERENCE:	091-1 Housing General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2025
ATTACHMENT NUMBER:	NEWROC Workforce Housing Investigation report
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Report from JE Planning has been received. The NEWROC EO has provided comments in the draft and it is provided to members for their review. This is part one of the study. Still to come is a NEWROC Development Capacity Assessment and Town Action Plan, and Cost Benefit Analysis as well as a housing design cost analysis.

In preparing for future funding applications at a NEWROC level or individual Shire level, the following areas will need to be developed / addressed and the NEWROC EO is raising this early with members:

- Confirmed governance structure (collective vs individual)
- Project Manager contact details, experience (bio's) for each Shire
- Project management frameworks for each Shire
- Governance lead in each Shire
- Procurement Policy
- Tender process – each individual Council level, design and build (modular v site build), timeframes on build per Shire, which lots you are going to build (site plans or aerial images), evidence of land ownership, budget for each site plus contingency and site works, cash contribution, approvals
- Quotes from each Shire or QS estimate, evidence the budget
- Letters of support

The above is submitted for discussion.

ACTION

NEWROC Executive meet with the Wheatbelt Development Commission to discuss progress against the project plan

9.2. WASTE PROJECT

FILE REFERENCE:	103-1 Waste Management General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2025
ATTACHMENT NUMBER:	
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The Shire of Trayning (on behalf of the NEWROC) has been advised it has been unsuccessful in rPPP funding. This funding was to progress further planning towards a regional site and transfer stations in the NEWROC.

In August the Shire of Trayning (on behalf of the NEWROC) applied for a Waste Sorted Community Education grant (\$25,000). Following a conversation with the Waste Authority, signage was deemed a low priority in their funding scheme and were seeking community education and behaviour change projects. In response, a project was submitted to help progress the NEWROC Waste Project and gain community feedback as well as education about the proposed project, specifically to:

To educate residents and businesses across the seven NEWROC Shires about the regional waste facility proposal (not referencing a preferred site – but in feasibility stage), promote behaviour change aligned with WasteSorted and Be a GREAT Sort campaigns, and gather community feedback to inform planning and implementation of improved waste management practices should the project progress.

The project would cover community education and engagement across the seven Shires. It would include:

- *7 x Community information sessions (one in each Shire) delivered by the NEWROC, Shire and ASK Waste Management*
- *NEWROC and member social media campaign*
- *Presentation and printed materials at each session*
- *Feedback collection and a final report to inform future planning and implementation*

By undertaking this work, it is anticipated additional evidence can be collected by the NEWROC for future grant applications and presentations at each member Council.

NEWROC will know an outcome to this funding request by the end of October 2025.

Additionally, members are asked for input into budget allocations they have made towards waste in 25/26.

ACTION

NEWROC seek a quote to assist in identifying sites in the Shire of Mt Marshall for a regional landfill.

9.3. STAFF AND COUNCILLOR TRAINING

FILE REFERENCE:	041-9 Training - Councillors & Staff
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	150Square is offering a training workshop
DATE:	11 September 2025
ATTACHMENT NUMBER:	Training proposal
CONSULTATION:	LGIS Incredible People WALGA
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the July Executive meeting the following resolution was passed:

RESOLUTION

Human resources EOI email to prospective contractors

Develop a training calendar for interpersonal skills, management, etc for Shire staff

Moved Z Donovan

Seconded B McKay

CARRIED 6/0

The NEWROC EO released an EOI for HR services (and previously addressed in the presentations at this meeting).

The NEWROC EO has undertaken some investigation into training for employees and Councillors in the NEWROC and presents the following training proposal and calendar for discussion.

ACTION

Training schedule to include psychological training (staff and Councillors)

Basics of supervisor training with Incredible People

Works Day in the NEWROC

9.4. BENCUBBIN MICROGRID FEASIBILITY

FILE REFERENCE:	107-1 Power
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2025
ATTACHMENT NUMBER:	Presentation to ARENA Correspondence to Western Power
CONSULTATION:	Ben McKay ARENA Powering WA Department of Energy (WA)
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the July Council meeting the following was resolved:

RESOLUTION

NEWROC Council receives the Bencubbin Microgrid Feasibility Study.

NEWROC EO seek additional information on stage 2 of the project and costs involved.

NEWROC presents the project to the Wheatbelt Development Commission and seeks assistance in engaging with Western Power.

NEWROC EO contact the City of Geraldton Greenough (Mullewa) to discuss ways to collaborate.

NEWROC President and Executive Officer meet with ARENA when in Canberra for ALGA.

NEWROC Executive recommends to Council to engage with DLGSC and Sunrise Energy to further investigations on a regional subsidiary for the ownership and management of a microgrid.

Moved Cr Shadbolt

Seconded Cr De Lacy

CARRIED 6/0

An update:

- NEWROC EO and Shire of Mt Marshall CEO presented to the ARENA Regional Microgrids Team (online)
- NEWROC EO presented to Powering WA and the Department of Energy (WA)
- Following the ARENA presentation, correspondence was sent to Western Power to seek support for the project (as this is critical for the project to progress).

Information was discussed.

9.5. LIVE SHEEP TRANSITION

FILE REFERENCE:	130-1 Economic Services General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2025
ATTACHMENT NUMBER:	Correspondence from WA Minister for Agriculture Correspondence from Federal Minister for Agriculture Transition Advocate email
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Correspondence received from the two Ministers for Agriculture (Federal and State).

DAFF

- The Farm Business Transition Program and Livestock Transport Industry Transition Program are now open.

The WA Minister for Agriculture has directed NEWROC to two opportunities with DPIRD related to our Live Sheep Policy and funding requests:

- Supply Chain Capacity Program: Round 1 is open to eligible businesses that are, or will be, involved in the production and processing in the sheep supply chain, including farmers, processors, feed lotters and supply chain capacity infrastructure providers such as cold storage and lairage providers. On-farm producers and smaller-scale abattoirs are encouraged to apply.
- WaterSmart Farms Initiative – desalination plants

ACTION

Invite Dr Chris Rodwell to NEWROC Council meeting

10. GENERAL UPDATES

Local Government Rural Health Funding Alliance (newsletter attached)

11. 2025 MEETING SCHEDULE

7 October	Council	Shire of Wyalkatchem
4 November	Executive	Shire of Mt Marshall
2 December	Council	Shire of Mukinbudin

12. CLOSURE

NEWROC CEO, Peter Naylor thanked everyone and closed the meeting at 12.08pm