

SHIRE OF LEONORA



**MINUTES OF ORDINARY COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, LEONORA
ON TUESDAY 16TH AUGUST, 2022
COMMENCING AT 9:30AM.**

SHIRE OF LEONORA
ORDER OF BUSINESS FOR MEETING HELD
TUESDAY 16TH AUGUST, 2022.

COLOUR

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1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 The Shire President, Cr PJ Craig declared the meeting open at 9:30am.

1.2 Visitors or members of the public in attendance

At 10:00am: Assistant Minister of Social Services The Hon Justine Elliott & Team
Shire of Laverton Acting CEO Mr Phil Marshall
Shire of Laverton President Mr Patrick Hill

2.0 DISCLAIMER NOTICE**3.0 COUNCIL MEETING INFORMATION NOTES****4.0 ANNOUNCEMENT FROM THE PRESIDING MEMBER**

Shire President, Cr PJ Craig made the following announcement:

- Attended GVROC Meeting in Coolgardie where the primary topic was regarding Climate Change.

5.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

5.1 Attendance

President (Chairperson)
Deputy President
Councillors

PJ Craig
RA Norrie
RM Cotterill
AM Moore
AE Taylor
LR Petersen

Chief Executive Officer
Deputy Chief Executive Officer
Visitors

JG Epis
L Trevenen
Mr P Marshall (*from 10:00am*)
Mr P Hill (*from 10:00am*)
The Hon Justine Elliott (*from 10:00am*)

5.2 Apologies

Nil

5.3 Leave of Absence

Councillors

F Harris

6.0 DECLARATION OF INTEREST

6.1 Declaration of Financial Interest

Nil

6.2 Declaration of Proximity Interest
Nil

6.3 Declaration of Impartiality Interest
Nil

7.0 PUBLIC QUESTION TIME

7.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil

7.2 PUBLIC QUESTION TIME
Nil

8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

COUNCIL DECISION

Moved: Cr RA Norrie

Seconded: Cr AM Moore

That the minutes of the Ordinary Council Meeting held on 27 July, 2022 be confirmed.

CARRIED (6 VOTES TO 0)

9.0 PRESENTATIONS

9.1 Petitions
Nil

9.2 Presentations
Nil

9.3 Deputations
Nil

9.4 Delegates Reports
Nil

10.0 REPORTS**10.1 REPORTS OF COMMITTEES****10.1.(A) #SAFERLEONORA COMMITTEE**

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 16th August 2022

AGENDA REFERENCE: 10.1.(A) AUG 22

SUBJECT: #SaferLeonora Committee

LOCATION/ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: 6.20 - #SaferLeonora Community Safety & Crime Prevention

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th August 2022

SUPPORTING DOCUMENTS:

1. #SaferLeonora Committee Meeting Minutes (Unconfirmed) - 9th August, 2022 [↓](#)
2. #SaferLeonora Committee Terms of Reference [↓](#)
3. #SaferLeonora Plan 2022 - 2027 [↓](#)

BACKGROUND

At its ordinary meeting, held 26th April, 2022, Council resolved to endorse the development of the #SaferLeonora Committee as an official Committee of Council, based on the terms listed in the #SaferLeonora Committee Terms of Reference.

On the 9th August, 2022, the #SaferLeonora Committee met for the first time.

As a committee of Council, it is a requirement that matters raised by the #SaferLeonora Committee at their meetings and detailed in their minutes are to be considered by Council at the next available Ordinary Meeting.

From the 9th August, 2022 minutes, the following matters require the attention of Council:

1. The adoption of the Terms of Reference as amended regarding the #SaferLeonora Committee
2. The adoption of the presented #SaferLeonora Plan 2022 - 2027

Attached to this report, you will find the minutes from this meeting, the #SaferLeonora Plan 2022-2027, and the terms of reference as amended since their initial adoption in April, 2022.

STATUTORY ENVIRONMENT

Section 3.2(2) of the *Local Government Act 1995* states that the general function of a local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

Strategic references within the Shire of Leonora's 'Plan for the Future 2021 – 2031' demonstrate connections between development of the #SaferLeonora Committee and community vision for the Shire of Leonora, particularly in relation to:

Social Objective – An empowered and spirited community**Outcomes:**

- 1.1 A great sense of community
Strategy 1.1.4 – Celebrate our cultural and social diversity
- 1.2 Community health and well-being initiatives
Strategy 1.2.1 – Support and advocate for community health and wellbeing initiatives and provision of services to the community.
- 1.4 Engaged and supported youth
Strategy 1.4.1 – Support youth engagement and wellbeing.

RECOMMENDATIONS

That Council:

- 1. Note the minutes of the #SaferLeonora Committee Meeting held 9th August, 2022
- 2. Adopt the Terms of Reference as attached
- 3. Adopt the #SaferLeonora Plan 2022 – 2027 as presented

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr RA Norrie

Seconded: Cr RM Cotterill

That Council:

- 1. Note the minutes of the #SaferLeonora Committee Meeting held 9th August, 2022
- 2. Adopt the Terms of Reference as attached
- 3. Adopt the #SaferLeonora Plan 2022 – 2027 as presented

CARRIED (6 VOTES TO 0)

SHIRE OF LEONORA

#SAFERLEONORA COMMITTEE MEETING MINUTES



**MINUTES OF #SAFERLEONORA
COMMITTEE MEETING HELD
IN SHIRE CHAMBERS, LEONORA
ON TUESDAY 9TH AUGUST, 2020
COMMENCING AT 10:06 AM.**

1. DECLARATION OF OPENING

1.1 The Chief Executive Officer, Mr JG Epis declared the meeting open at 9:32am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**2.1 Attendees****Committee Members:**

Councillor	Cr Larnie Petersen
Councillor	Cr Ross Norrie
OIC Leonora Police Station	SGT Jamie Cresswell
Hope Community Services	Ms Robbie McCleery
CentreCare	Ms Jenni Lys (Proxy for Mr Darren Burns)
Dept of Communities	Mr Michael Saunders
Dept of Health	Ms Naomi Sprigg Dos Santos
Dept of Education	Ms Pat Allen (Proxy for Mr Merwan Kasseem)
Community Representative	Ms Marie Pointon

Committee Ex-Officio Members:

Chief Executive Officer (or proxy)	Mr Jim Epis
Shire of Leonora	Ms Kiara Lord
St Barbara	Ms Wendy Mathews
Dept of Justice	Ms Bree Blokland
Macmahon	Mr Rob Kinnaird

Guests

Shire of Leonora	Ms Lee-Anne Trevenen
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2.2 Apologies**Committee Members:**

Nyunnga-Ku	Ms Colleen Berry
Wongatha Community Representative	Mr Calvin Ashwin
Leonora Youth Centre	Mr Rene Reddingius

Committee Ex-Officio Members:

Dept Local Govt, Sport and Cultural Industries	Ms Erin Bond
Stephen Michael Foundation	Mr Rory Yates
Shooting Stars	Ms Shelley Coleman
Minara Resources	Mr James Rigg
PCYC Kalgoorlie	Ms Julie Beeson

2.3 Leave of Absence (Previously approved)

Nil

3. DISCLOSURE OF INTERESTS

Nil

4. INTRODUCTION TO THE #SAFERLEONORA COMMITTEE CONCEPT

Deputy Shire President, Cr RA Norrie offered thanks to the Chief Executive Officer, Jim Epis, Deputy Chief Executive Officer, Lee-Anne Trevenen, Consultant Michelle Blackhurst, and Officer in Charge, Sergeant Jamie Cresswell for developing the #SaferLeonora Committee on behalf of Shire President, Cr PJ Craig who was unable to attend. In addition, Cr RA Norrie also thanked all committee members and ex-officio members in attendance on Cr Craig's behalf and expressed his appreciation for the joint effort of everyone involved to carry out the Committee's vision for the community.

Sergeant Jamie Cresswell gave a brief opening address, reiterating the goals of the #SaferLeonora Committee and further thanked those in attendance, as well as those involved in helping during development of the #SaferLeonora Committee.

5. ELECTION OF PRESIDING MEMBER**Chairperson**

Mr JG Epis called for nominations for the office of Chairperson.

One nomination received for Ms Naomi Sprigg Dos Santos.

Mr JG Epis called for any further nominations.

There being no further nominations, Ms N Sprigg Dos Santos was declared elected (unopposed) as Chairperson.

Ms N Sprigg Dos Santos was sworn in as Chairperson, witnessed by Mr JG Epis

Deputy Chairperson

Mr JG Epis called for nominations for the office of Deputy Chairperson.

One nomination received for Ms Marie Pointon.

Mr JG Epis called for any further nominations.

There being no further nominations, Ms M Pointon was declared elected (unopposed) as Deputy Chairperson.

Ms M Pointon was sworn in as Deputy Chairperson, witnessed by Chairperson, Ms Naomi Sprigg Dos Santos

6. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

As this is the inaugural meeting of the #SaferLeonora Committee, there are no minutes to confirm.

7. COMMITTEE REPORTS**7.1 ENDORSEMENT OF #SAFERLEONORA PLAN 2022 – 2027**

SUBMISSION TO:	#SaferLeonora Committee Meeting Meeting Date: 9 th August, 2022
AGENDA REFERENCE:	7.1. #SLC AUG 22
SUBJECT:	Endorsement of #SaferLeonora Plan 2022 - 2027
REPORTING OFFICER	SGT Jamie Creswell
PRESS RELEASE TO BE ISSUED	Nil
FILE REFERENCE:	6.20 #SaferLeonora Community Safety & Crime Prevention
RESPONSIBLE OFFICER, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Lee-Anne Trevenen
OFFICER:	Deputy Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	1 st August, 2022
BRIEF:	Committee to review and endorse the #SaferLeonora Plan 2022 - 2027
SUPPORTING DOCUMENTS:	1. Draft #SaferLeonora Plan 2022 – 2027

BACKGROUND

In March 2022 Western Australia Police Force (WAPOL) Leonora and the Shire of Leonora facilitated community and stakeholder engagement focusing on community safety and crime prevention. The purpose of the engagement was:

- To facilitate a level of public participation in community safety and crime prevention in the Shire of Leonora.
- To develop a better understanding of the community safety and crime prevention issues in the Shire of Leonora.
- To identify and engage stakeholders with potential interest, influence and impact relative to community safety and crime prevention.
- To identify opportunity for potential solutions for issues of community safety and avenues for delivery.

The #SaferLeonora Plan 2022-2027 is a five-year strategic outlook for Leonora Police and the Shire of Leonora that aims to map the issues of primary concern to the community and key stakeholders, and document strategies and partnerships to alleviate these issues.

The Plan considers the perception of crime as well as the actual crime. A safe community is one where community members are able to pursue the fullest life possible without fear or hinderance of crime, making their feelings of safety as important as their actual level of safety.

This is an opportunity for the #SaferLeonora Committee to review and refine the draft #SaferLeonora Plan 2022-2027. When the Committee has reached an agreement on the actions of the Plan, it can be present to Council through the #SaferLeonora Committee with recommendation for its adoption.

OFFICER COMMENT

The #SaferLeonora Plan 2022-2027 has been informed by the #SaferLeonora Community and Stakeholder Engagement Report which has considered crime data, community perception, previous consultation reports and studies for the Leonora area, and community safety plans from other Local Government Authorities.

The aim is to create an outcome-based plan that includes realistic and achievable objectives addressing the actual and perceived crime within the Shire.

The Plan includes 4 main focus areas:

1. Creating Safer Places and Spaces

2. Supporting Families, Children and Youth
3. Reducing the Impact of Alcohol
4. Community Action, Connection and Involvement

The #SaferLeonora Plan 2022-2027 has been circulated to the members of the #SaferLeonora Committee prior to the meeting for feedback. This meeting offers an opportunity for open discussion about the Plan, to make improvements and to make recommendation to Council for the Plan's endorsement.

STRATEGIC IMPLICATIONS

Strategic references within the Shire of Leonora's 'Plan for the Future 2021 – 2031' demonstrate connections between development of the #SaferLeonora Committee and community vision for the Shire of Leonora, particularly in relation to:

Social Objective – An empowered and spirited community

Outcomes:

- 1.1 A great sense of community
Strategy 1.1.4 – Celebrate our cultural and social diversity
- 1.2 Community health and well-being initiatives
Strategy 1.2.1 – Support and advocate for community health and wellbeing initiatives and provision of services to the community.
- 1.4 Engaged and supported youth
Strategy 1.4.1 – Support youth engagement and wellbeing.

STATUTORY ENVIRONMENT

Section 3.2(2) of the *Local Government Act 1995* states that the general function of a local government is to provide for the good government of persons in its district.

STAKEHOLDER ENGAGEMENT / CONSULTATION

External groups and agencies represented on the committee have provided input into the review of the plan. The community has been consulted via the 2021 Community Safety & Crime Prevention Survey.

FINANCIAL IMPLICATIONS

There are no financial or resource implications resulting from the recommendation of this report

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

RISK MANAGEMENT

This item has been evaluated against the Shire of Leonora's Risk Management Strategy, Risk Assessment Matrix, the results of which are noted in the table below.

Risk Category	Description	Likelihood	Consequence	Rating	Mitigation
Performance	Nil	Nil	Nil	Nil	Nil
Environmental	Nil	Nil	Nil	Nil	Nil
Reputational Damage	Community safety is an area of public concern	Possible (3)	Moderate (3)	Medium	Cross agency #SaferLeonora Committee work together to implement strategies to reduce community crime and anti-social behaviour.
Financial	Implementing actions will require financial contributions	Almost Certain (5)	Insignificant (1)	Medium	Funding will be sourced through grant funding and sponsorship when necessary.
Service Delivery / Business Interruption	Nil	Nil	Nil	Nil	Nil

Risk Category	Description	Likelihood	Consequence	Rating	Mitigation
Legislative / Regulatory / Policy / Occupational Safety & Health	The plan does not adequately address health & safety issues within the Shire of Leonora	Unlikely (2)	Insignificant (1)	Low	The plan provides a framework for addressing the safety of the community.

RECOMMENDATION

That the Committee endorses the Draft #SaferLeonora Plan 2022 – 2027 for presentation to Council

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION

Moved Cr LR Petersen, seconded Ms M Pointon, that the Committee endorses the Draft #SaferLeonora Plan 2022 – 2027 for presentation to Council.

CARRIED (9 VOTES TO 0)

#SaferLeonora Plan 2022-2027

Community Safety and Crime Prevention Strategy



- 7 -

#SaferLeonora

Working together for a safer community



Disclaimer

This report has been prepared from information provided by the community and other sources. All effort has been made to confirm and validate the information.

The information has been prepared for the exclusive use of WAPOL Leonora and the Shire of Leonora. Whilst the information, data, opinions, evaluations, assessments and analysis referred to in this report have been researched and expressed in good faith, no responsibility will be accepted for any error of fact or opinion.

Authors

Michelle Blackhurst
Consultant
0439 049 590

Jamie Cresswell
WA Police Force, Leonora
(08) 9028 6700

May 2022



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Foreword

I am pleased to release the Shire of Leonora #SaferLeonora Plan 2022-2027. The Plan reaffirms the Shire of Leonora's commitment to addressing issues associated with community safety and crime prevention, in partnership with WA Police Leonora, key stakeholders and the community.

Community safety is rated as the highest area of importance and concern to local residents and business owners within the Shire of Leonora. The Plan is a five year strategic outlook for Leonora Police and the Shire of Leonora that aims to map the issues of primary concern to the community and document strategies and partnerships to alleviate these issues.

The plan aims to provide the Shire of Leonora with an overview of current local community safety issues, draw together information about existing initiatives and services, and coordinate a holistic approach to community safety and crime prevention through an action based strategy, drawing on the capacity of prospective partners and networks in relation to the efficient and effective use of available resources.

The Plan considers the perception of crime as well as the actual crime. A safe community is one where community members are able to pursue the fullest life possible without fear or hinderance of crime, making their feelings of safety as important as their actual level of safety.

The Shire of Leonora is very appreciative of the residents, community groups, business owners and key stakeholders who contributed during the development of the #SaferLeonora Plan. This partnership approach during the plans development lays the foundations which will continue to build during the plans implementation. We are confident that the plan will support everyone to work together, contributing to better outcomes for our community.

Cr Peter Craig
President, Shire of Leonora



Acknowledgement

The Shire of Leonora would like to acknowledge the contribution of the Leonora Police of the WA Police Force in the development of the #SaferLeonora Plan 2022-2027.

This co-design approach in collaboration with the community is key to sustainable change and we appreciate the ongoing support.



Executive Summary

Building a safe and inclusive community through better coordination of stakeholders and community members was a key objective of the #SaferLeonora Plan 2022-2027. Achieving this required the Shire of Leonora to understand the issues at a local level and work with stakeholders to share their experiences, explore possibilities and develop potential solutions that could be applied locally.

The development of the Plan was facilitated using a co-design approach to ensure that it represented the collective community voice and to make certain that resources could be strategically targeted in areas of identified need within the community.

The plan has four priority areas:

Creating Safer Places and Spaces

Creating environments that are safe, attractive, well maintained and used by the community without fear or hinderance of crime.

Supporting Families, Children and Youth

Maximising the resources available targeting barriers that impact on families, children and young people, and decrease the likelihood of offending.

Reducing the Impact of Alcohol and Other Drugs

Engaging and working with the community to implement effective programs that reduce the impact of alcohol and other drugs in Leonora.

Community Action, Connection and Involvement

Strengthening existing and establish new community and stakeholder partnerships that enable collaborative and effective approaches for addressing community safety.

The plan will guide the implementation of actions under the four priority areas and has

been designed to be a flexible and adaptable document to accommodate for the changing needs of the community over the next five years.

What is Community Safety and Crime Prevention?

According to the Australian Institute of Criminology (2012), crime prevention can be defined as 'an effective approach to reducing crime'.

A National Crime Prevention Framework has been introduced by the Australian Institute of Criminology to promote best practice and provide guidance to stakeholders in the development of sustainable policies, strategies and programs that address crime problems.

The Framework is intended to assist in the achievement of the following outcomes:

- A reduction in crime and disorder problems that are of greatest harm and concern to the community;
- Increased community safety, security and cohesion, including a reduction in the actual and perceived risk of victimisation;
- Increased support for people to cope with the impact of victimisation; and
- A reduction in re-offending among those people who have already engaged in criminal or anti-social behaviour.

Models of Crime Prevention

There are four approaches to crime prevention which used in combination ensure that the complex causes of crime are understood and addressed.

These approaches are:

- Developmental (early intervention and reducing the risk factors)
- Social (strengthening communities and helping to develop social capital)
- Situational (reducing the opportunity for crime and increasing the difficulty of offending)
- Criminal Justice (law enforcement)



Government Approach

From a government perspective, responsibility for the safety of our community falls across three tiers:

Federal

Responsibility is assumed by the Federal government for high-level crime, setting policy directions and co-funding many health and community services.

State

The WA State government funds and delivers most services involved in safety including the WA Police Force, Department of Fire and Emergency Services, St Johns Ambulance, Department of Communities, Drug and Alcohol Services as well as setting the regulatory framework such as building standards and the Office of Bush Fire Management.

Local

Local government enforces many of the state regulations and is responsible for the 'peace, order and good government' of their municipal districts. This includes the delivery of, and advocating for, the services that support a safer and inclusive community.

WA Police Force Priority Areas

The WA Police Force identified the following priority areas in their Annual Report 2021:

The key priorities are to:

- Contribute to preventing and combatting family violence
- Disrupt organised crime networks in WA and reduce the supply of illicit drugs with a focus on meth
- Reduce youth offending
- Reduce Aboriginal offending and victimisation
- Enforce traffic laws and support road safety initiatives
- Provide critical incident management, emergency prevention and preparedness

A core value for the WAPOL is to work in partnership with others to enhance the safety and security of the state. The agency collaborates with federal, state and local government agencies, not-for-profit and

community organisations and the private sector to contribute to better outcomes for the Western Australia community.

Why do we need a community safety and crime prevention plan?

While judicial and law enforcement roles are the responsibility of the federal and state government, local government is an active facilitator of collaboration at the local level between federal, state and community organisations on issues of community safety and crime prevention.

The #SaferLeonora Plan 2022-2027 is a tool to support WA Police Force Leonora, the Shire of Leonora, key stakeholders and the community to collaboratively enhance safety and public perceptions of safety, assist in the prevention of crime and coordinate actions to increase actual and perceived safety in the Leonora community.

The Plan identifies priorities in community safety and crime prevention and directs efforts for building partnerships with key stakeholders and the community, enabling a multidisciplinary approach to address safety issues that may impact upon our community.



Evidencing the Need for the Plan

The development of the #SaferLeonora Plan 2022-2027 involved:

- Research into crime statistics for the Shire of Leonora.
- Facilitation of new and consideration of past community consultations.
- Consultation with key stakeholders to seek their considered position on key focus areas.
- Desktop research of interstate and international community safety and crime prevention initiatives.

Reported Crime Statistics

Crime statistics accessed through the WA Police Force 'Crime Statistics Portal' provide an overview of categorised crimes occurring in the Leonora Local Government area.

The Shire of Leonora also receives regular crime statistics through an agreement with Western Australian Local Government Association (WALGA) and the WA Police Force. This provides an insight in to emerging issues specific to Leonora with which solutions can be developed in collaboration with the community.

Shire of Leonora crime statistics have been collated in Figure 1 to show total numbers of reported offences per financial year from 2015/2016 to 2020/2021, enabling identification of crime trends in the area.

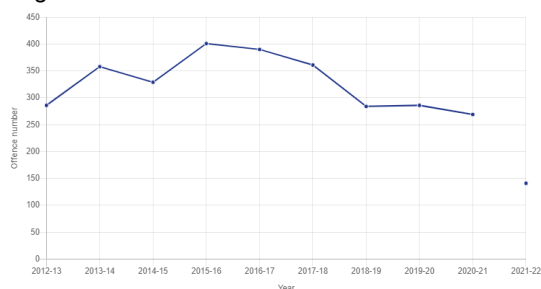
Figure 1: Reported Offences (Financial Year)

Offence	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021
Assault (family)	72	85	54	61	56	69
Assault (non-family)	40	39	33	29	20	31
Drug Offences	26	26	13	4	12	14
Dwelling Burglary	45	38	76	33	34	21
Property Damage	89	75	65	47	52	51
Threatening Behaviour (family)	3	8	4	2	3	1
Threatening Behaviour (non-family)	9	8	4	5	7	5
Stealing	45	43	47	53	44	31
Breach of Violence Restraint Order	21	32	18	15	16	12
Sexual Offences	1	1	8	3	4	5

While crime statistics are important, not all crime is reported and therefore crime statistical reporting is not an accurate indication of the actual level of crime in the community. Figure 2 shows that the level of crime in Leonora has decreased in more recent years however, the perception of the community is that the level of crime has increased.

A safe community is one where the community members are able to pursue the fullest life possible without fear or hinderance from crime and disorder, making their feelings of safety as important as their actual level of safety. The Shire of Leonora therefore utilises a number of other information sources to guide its efforts and develop a holistic response to community safety and crime prevention.

Figure 2: Police Crime Statistics



Retrieved from <https://www.police.wa.gov.au/Crime/CrimeStatistics#/>.

Community Consultation

An important first step in the development of the #SaferLeonora Plan 2022-2027 was to undertake a consultation process in Leonora.

In March 2022 Leonora Police of the Western Australia Police Force (WAPOL Leonora) and the Shire of Leonora facilitated consultation sessions with the Leonora community and key stakeholders to develop an understanding of the community safety and crime prevention challenges in the community.

A total of 151 people were engaged with a broad representation from the community, and the key priorities for the Plan were identified by participants. The three most prominent community safety concerns identified were alcohol related issues, disengaged young people and antisocial behaviour.

Broad consultations were also undertaken in 2021 for the development of the Shire of Leonora: Plan for the Future. The feedback from the community consultation highlighted community safety as a priority.

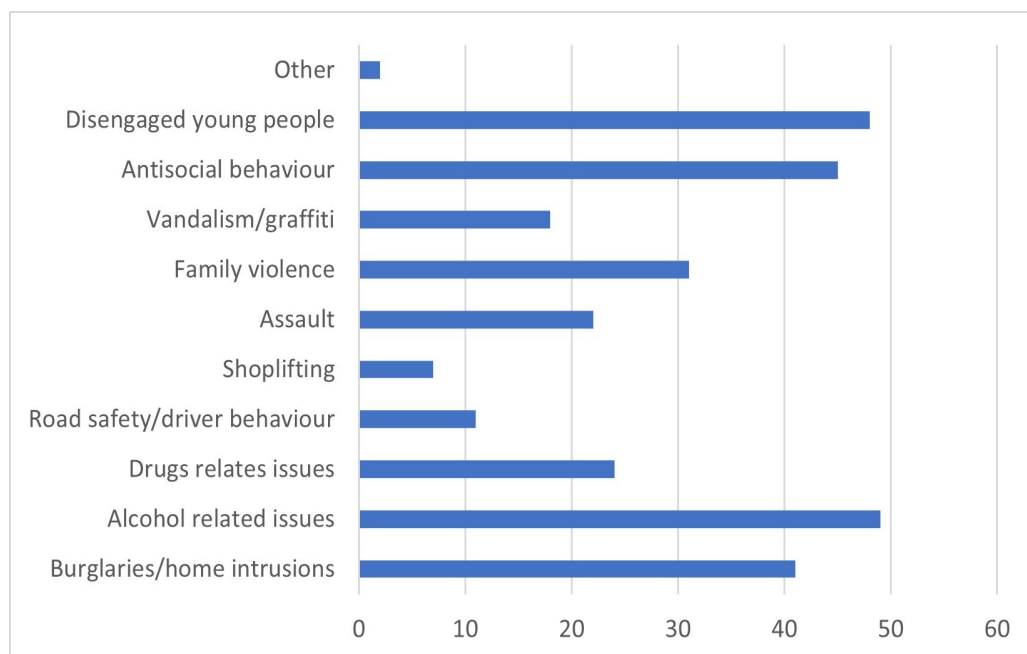
Key Stakeholder Consultation

The stakeholder engagement enabled a better understanding of the community safety and crime prevention issues that were raised by the Leonora community from the perspective of the agencies that individually target some of those issues. It also facilitated constructive, productive relationships of mutual benefit to enable a holistic collective impact.

Desktop Research

Desktop research considered international, federal, state as well as trends and best practice examples in community safety being delivered by other Local Government Authorities. Relevant concepts were translated where possible to reflect the context of community safety and crime prevention in the Shire of Leonora and included as potential strategies within the Plan.

Figure 3: Leonora Priority Concerns



Strategic Context

The following strategic context has been considered in the development of this plan. This framework also provides guidance and understanding with regard to the current trends and issues raised during consultation.

The World Health Organization's (WHO) 'Safe Communities Model'

The World Health Organization (WHO) Manifesto for Safe Communities states that "All human beings have an equal right to health and safety".

National Crime Prevention Framework (2020)

Developed by the Australian Institute of Criminology as a resource which outlines the most effective approaches to the prevention of crime.

Driving Change (2020-2030)

Driving Change is the framework to guide WA's road safety journey to reduce the number of people fatally, severely or seriously injured by 50 to 70% by 2030, and to zero by 2050.

Department of Communities Path to Safety (2020-2030)

Western Australia's strategy to reduce Family and Domestic Violence 2020-2030 is a long-term vision that sets out a whole of government and community plan for reducing and responding to family and domestic violence.

Strong Spirit Strong Mind - Aboriginal Drug and Alcohol Framework for Western Australia 2011-2015

The Strong Spirit Strong Mind – Aboriginal Drug and Alcohol Framework for Western Australia was developed to provide guidance towards delivering culturally secure programs and supporting Aboriginal ways of working in order to strengthen their efforts to manage and reduce alcohol and other drug related harm in Aboriginal communities.

Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025

Strategic planning for the mental health and AOD sector providing a guide for investment, decisions and priority setting. It provides an

overview of effective strategies for the mental health and AOD sector.

West Australian Alcohol and Drug Interagency Strategy 2018-2022

Western Australia's key policy document that outlines strategies to prevent and reduce the adverse impacts of AOD in Western Australia.

At Risk Youth Strategy 2015-2018 Department for Child Protection and Family Support

The Strategy has been developed to guide the Department's ongoing role in planning and delivering services that support and encourage young people to reach their potential and promote safety in the community.

Western Australia's Family and Domestic Violence (WA FDV) Prevention Strategy to 2022

The Strategy has been developed to guide the reduction of domestic violence.

National Drug Strategy 2017-2026

This is a ten-year framework that aims to reduce and prevent the harmful effects of alcohol, tobacco and other drugs.

WA Police Force Reconciliation Action Plan

The WAPOL's formal statement of commitment to reconciliation outlining strategies to close the gap.



Managing the Plan

#SaferLeonora Committee

The Leonora community identified the need to bring key stakeholders together in a structured way to achieve social change, through a collective impact approach.

The #SaferLeonora Committee was developed as a strategic crime prevention advisory group to enhance community safety and reduce crime in Leonora through collaboration and coordination of key stakeholders and community members. The Committee will review and oversee the implementation of the #SaferLeonora Plan 2022-2027, actively implement the actions listed in the plan, collaboratively seek resources and funding opportunities to aid in community safety and crime prevention and report outcomes achieved to the Shire of Leonora.

Key Stakeholders

The #SaferLeonora Committee is a Shire of Leonora 'Official Committee of Council', consisting of representatives from a diverse cross section of the Leonora community including government, non-government and members of the community who share a collective commitment and expertise in relation to community safety and crime prevention.

The #SaferLeonora Committee consists of representatives from both government and non-government organisations, police and community agencies at the local level who share a collective commitment and expertise in relation to community safety and perceptions of safety. The Committee membership includes:

- Two (2) Elected Members:
- Officer In Charge of the Leonora Police Station or nominated representative;
- One (1) representative of Hope Community Services;
- One (1) representative of the Department of Communities - Child Protection and Family Support;
- One (1) representative of the Department of Education;

- One (1) representative of the Nyunnga-Ku women's support group;
- One (1) representative of the Leonora Youth Centre;
- One (1) representative of the Wongatha Aboriginal Elders/Leaders;
- Up to two (2) community representatives.

Responsibilities of the Committee

The Committee is responsible for:

- Reviewing and overseeing the implementation of the Shire of Leonora #SaferLeonora Plan 2022-2027;
- Development of effective partnerships to support the coordination and integration of community safety and crime prevention activities within the Shire of Leonora; and
- Identifying and coordinating funding opportunities to address priority issues that have been identified in the #SaferLeonora Plan 2022-2027.



#SaferLeonora Action Plan

Through community and stakeholder consultation a diverse range of information was collected which focused on what those living in and visiting the Shire consider to be important in relation to community safety and their perceptions on crime. Four priority areas have been identified with supporting objectives, actions and outcomes.

Focus 1 Creating Safer Places and Spaces	Focus 2 Supporting Families, Children and Youth	Focus 3 Reducing the Impact of Alcohol and Other Drugs	Focus 4 Community Action, Connection and Involvement
<p>Goal: To create environments that are safe, attractive, well maintained and used by the community without fear or hinderance of crime.</p>	<p>Goal: To maximise resources available targeting barriers that impact on families, children and young people, and decrease the likelihood of offending.</p>	<p>Goal: To engage and collaborate with the community and implement effective programs that reduce the impact of alcohol and other drugs in Leonora.</p>	<p>Goal: To strengthen existing and establish new community and stakeholder partnerships that enable collaborative and effective approaches for addressing community safety.</p>
<p>1.1 Reduce the opportunity for crime or offending behaviour.</p> <p>1.2 Improve the perception of safety and security in the Leonora town centre.</p>	<p>2.1 Prevent children and young people from becoming involved in the youth justice system and improve the outcomes of those who do.</p> <p>2.2 Increase access to leadership and development opportunities and activities for Leonora young people.</p> <p>2.3 Reduce opportunity for domestic violence.</p> <p>2.4 Facilitate opportunity for healing through culture and country.</p> <p>2.5 Improve the health and wellbeing of disadvantaged community members.</p>	<p>3.1 Combat the ongoing problem of alcohol misuse and non legitimate behaviour in the streets at night.</p> <p>3.2 Reduce the harms of alcohol and other drug use through coordinated, multiagency responses and improve the social wellbeing of users and those around them.</p>	<p>4.1 Build strong partnerships and relationships.</p> <p>4.2 Encourage community engagement and participation in community safety and crime prevention.</p>

Focus 1: Creating Safer Places and Spaces

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Shire of Leonora CCTV	CCTV system with Geutebruck Security Management System. Ability for live view by Police.	Community has requested additional CCTV. There is a modern CCTV system installed in the Leonora town centre. Opportunity to expand.	Establish if there is a real need for additional CCTV. Strategically map out crime hot spots and potential placement of cameras.
WA Senior Card - Safety and Security Rebate	Rebate of up to \$400 for a WA Seniors Card Holder to apply some target hardening to their homes.	Applications are open. Not currently marketed to Leonora Seniors.	Market to Leonora Seniors.
WA Police Force Cam-Map	<p>Cam-Map WA is a comprehensive database of all voluntarily registered CCTV systems across Western Australia.</p> <p>This publicly accessed platform allows owners and operators of CCTV systems to self-register onto a secure database operated by the Western Australia Police Force.</p> <p>Accurate knowledge of the locations of CCTV systems will assist WA Police to investigate incidents in order to improve community safety.</p> <p>Cam-Map WA encourages the active participation of State Government agencies, local governments, and the community to register towards the creation of safer environments.</p>	Low numbers of Leonora entries.	Market to the Leonora community.

Focus 1: Creating Safer Places and Spaces

1.1 Reduce the opportunity for crime or offending behaviour.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
1.1.1	Apply 'Designing Out Crime' principles within the community.	Conduct a lighting audit to identify lighting requirements in Leonora.	Shire of Leonora			x				
		Apply for funding to upgrade lighting in areas identified in the lighting audit. Apply creative lighting to dark spaces.	Shire of Leonora				x			
		Promote the registration of private and business CCTV with the WA Police Force Cam-Map initiative.	WAPOL Leonora	COMPLETED						
		Conduct a 'map and gap' of community based CCTV to identify key gaps.	Shire of Leonora			x				
		Apply for funding to upgrade the CCTV infrastructure if gaps are identified.	Shire of Leonora / #SaferLeonora Committee				x			
1.1.2	Encourage activity in local parks, spaces and facilities.	Enable access to public open spaces during day and night where possible.	Shire of Leonora	x	x	x	x	x	x	
		Encourage community-driven alternative activation in the town centre, both day and night using vacant shops, public open spaces and streets (e.g. colouring in station, cultural object making workshops).	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x	
		Activate the Rec Centre with alternative activities that will attract youth (for example, purchase rollerskates and run indoor rollerskating, purchase of boxing equipment and start boxing classes). Note: Rollerskating in the Rec Centre will not damage the floor. Contact the Shire of Irwin for feedback on this).	Shire of Leonora Sponsorship Opportunity		x		x			x
1.1.3	Implement target hardening initiatives with the Leonora community.	Apply for funding to subsidise locks and lighting for seniors and vulnerable community members in their homes to reduce the opportunity for crime. 'Lock and Light' program.	#SaferLeonora Committee Sponsorship Opportunity		x					
		Create home security checklists for residents. Provide this to the Shire for inclusion on the 'Community safety' tab on the website.	#SaferLeonora Committee	COMPLETED						
		Distribute 'Business Beat' brochure (WAPOL website) to businesses to improve education on business security.	#SaferLeonora Committee WAPOL Leonora		x					
		Facilitate a campaign to remind people to lock up their homes and vehicles.	#SaferLeonora Committee		x					
		Investigate the availability of current WA Seniors Safety and Security Rebate and market to elderly residents.	#SaferLeonora Committee to select lead stakeholder	COMPLETED						

1.1.4	Reduce high risk behaviours that impact on the safety of Leonora residents and visitors.	Order 'Please Slow Down - Consider Our Kids' wheely bin stickers from WALGA's Roadwise program and provide them to property owners. Note: opportunity for a local #SaferLeonora campaign and personalised stickers.	Shire of Leonora Rangers / #SaferLeonora Committee Sponsorship Opportunity	x				
		Seek funding to purchase two (one for each end of the main thoroughfare through town) digital message boards to encourage truck drivers and other road users to slow down when driving through the town centre. Note: these can be used for activation and community announcements (emergency response, events, drawing attention to attractions, community safety messaging, warning about works programs, etc.)	Shire of Leonora (lead) / #SaferLeonora Committee Sponsorship Opportunity	x				

1.2 Improve the perception of safety and security at night in the Leonora town centre.

Strategies		Key Deliverables	Stakeholder	Timeframe						
					2022	2023	2024	2025	2026	2027
1.2.1	Increase visibility of surveillance activities.	Task Shire rangers/works teams to facilitate the 'Eyes on the Streets' program and encourage other agencies to join. Order stickers for their vehicles. Arrange training through Community Policing.	Shire of Leonora / #SaferLeonora Committee	x						
		Seek funding and investigate opportunity to reintroduce 'night patrol' program.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity	x						
1.2.2	Reduce untidy and unwelcoming surroundings.	Identify old buildings that need maintenance and lobby property owner to complete repair work.	#SaferLeonora Committee to select lead stakeholder	x						
		Facilitate regular litter collection programs such as 'Keep Australia Beautiful'. Seek incentives to encourage participation.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity	x	x	x	x	x	x	x
		Apply for the Keep Australia Beautiful Litter \$5,000 Grant 2023 round to do a community education project on litter.	#SaferLeonora Committee to select lead stakeholder	x						
		Investigate opportunity for funding to include additional vibrant street art in the town centre.	Shire of Leonora Sponsorship Opportunity			x		x		
		Promote 'Snap Send Solve'. This is a free app that allows you to easily report service issues from your mobile phone reports are submitted directly to responsible organisation for action. It encouraged the community to actively be part of the solution.	#SaferLeonora Committee	COMPLETED						

Focus 2: Supporting Families, Children and Youth

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Hope Community Services	<ul style="list-style-type: none"> • Counselling (individual and in groups) • Community pharmacotherapy referral • Advocacy for individuals and families affected by AOD and MH concerns • Suicide and Harm Prevention • Integrated Team Care • AOD outreach 	Services delivered in Leonora currently.	No action.
Nyunnga-Ku Women's Group	The Nyunnga-Ku Women's Group is supported by Home Community Services. Colleen Berry is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
Stephen Michael Foundation	Provision of youth activities	Funded.	Opportunity to expand this service.
Kalgoorlie PCYC	Provision of youth activities	Funded. Additional funding required.	Support access to further funding to expand service.
Leonora Youth Centre	Drop-in and provision of youth activities	Operating with limited hours.	This service has opportunity to expand. More funding is required to extend the hours of operation.
Housing	No local Housing Officer.	The community has expressed the need for a Housing Officer. This is an area of high priority.	Lobby for a Housing Officer.
Centrecare	Family support services	Operating in Leonora once per fortnight.	Investigate opportunity to expand this service.

Focus 2: Supporting Families, Children and Youth

2.1 Prevent children and young people from becoming involved in the youth justice system and improve the outcomes of those who do.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.1.1	Increase availability and accessibility of services and programs.	Map existing programs, services and community groups, and establish a list of required services. Lobby for additional services to fill the gaps.	#SaferLeonora Committee to select lead stakeholder	x						
		Encourage delivery of the 'Protective Behaviour Program' to operate at Leonora District High School.			x					
		Engage Relationships Australia to deliver support in Leonora.			x					
		Investigate and implement the Safety House WA program.	#SaferLeonora Committee to select lead stakeholder		x					
		Facilitate the 'Keeping Kids in Schools' program.	Dept of Education (lead)	x	x	x	x	x	x	
		Facilitate a 'Back to School' activity to ensure vulnerable young people have school supplies.	Leonora DHS P&C		x	x	x	x	x	
		Facilitate a Creators Hub / Makers Hub (art and craft) for young people not in to physical activities, and facilitate intergenerational relationships.	Leonora Youth Centre		x	x	x	x	x	
		Create an email network of Leonora youth stakeholders as a communication tool and encourage regular conversation and collaboration within the group. Send an introduction email to raise awareness of the group and to start conversations.	Shire of Leonora / Leonora Rec Centre	x						
		Develop and market collaborative school holiday programs with the support of all stakeholders.	Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre/CRC	x	x	x	x	x	x	
		Provide updated information about service providers to Shire of Leonora to add to the community directory on the website. Promote this resource.	#SaferLeonora Committee	x	x	x	x	x	x	
		Activate vacant shops and other 'in-between use' spaces with displays and interactive activities that promote services available.	Leonora DHS - artwork #SaferLeonora Committee	x	x	x	x	x	x	

2.1.2	Increase engagement in education.	Identify stakeholders to support specific barriers experienced by young people and create an agreed localised referral process to better support Leonora DHS in providing a wrap around service for at risk young people.	#SaferLeonora Committee to select lead stakeholder	x					
		Support Leonora DHS to access funding to strengthen their ability to deliver current and additional learning programs.			x	x	x	x	x
		Arrange permissions for funding applications to be auspiced by the Shire of Leonora via the #SaferLeonora Committee.		x					
2.1.3	Develop opportunities for vulnerably families and children to access food when in need.	Reintroduce the 'Hot Lunch Program' to provide vulnerable children access to food.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity	x					
		Facilitate weekly healthy cooking on a budget workshops for vulnerable young people.		x	x	x	x	x	x
		Complete the community garden that was started in the Recreation Centre precinct and appoint a local group to be the caretaker.		x					
		"Foodscaping" in the town centre.	Shire of Leonora	x	x				
		Investigate opportunity for the church to facilitate a soup kitchen service on a day when food is not already available.		x					

2.2 Increase access to leadership and development opportunities and activities for Leonora young people.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.2.1	Increase opportunity for Leonora young people to access leadership and development opportunities, and activities that are available in surrounding communities.	Identify programs and initiatives within close proximity to Leonora, and promote them to Leonora young people.	Youth Advisory Council Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre #SaferLeonora Committee	x	x	x	x	x	x	
		Seek funding to purchase a Shire owned community bus.	Shire of Leonora (lead) Sponsorship Opportunity		x					
		Encourage and assist community members to get their Working with Children Check and bus licenses to enable volunteering.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity		x					
		Investigate opportunity for Leonora young people to access to Clontarf in Kalgoorlie through lobbying for a hostel service and transport using community bus from Leonora to Kalgoorlie at the start and end of each week.				x	x			
		Seek funding to pay for scholarships for Leonora young people to access Clontarf and other leadership opportunities.			x	x	x	x	x	
		Increase positive role modelling for young people. Enquire about existing mentoring programs to deliver to Leonora. Potentially True Blue Dreaming.			x	x	x	x	x	

2.3 Reduce opportunity for domestic violence.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.3.1	Increase family support networks.	Expand the Toy Library to include support services for young mums and bubs through development of family support networks. Include service providers to enable extended opening.	#SaferLeonora Committee to select lead stakeholder	x						
		Investigate opportunity to form a Men's Shed.			x					
		Support the Nyunnga-Ku program to continue to provide assistance to women in Leonora.		x	x	x	x	x	x	
2.3.2	Facilitate opportunity for crisis care accommodation for women and children.	Develop a business case/feasibility study for the development of crisis accommodation in Leonora for women and children at risk.	Shire of Leonora Sponsorship Opportunity	x						
		Seek funding to produce a feasibility study for development of crisis accommodation in Leonora.		x						
		Seek funding to develop crisis accommodation in Leonora. Potentially the Building Better Regions Fund.			x					
2.3.3	Increase awareness of support services for domestic violence.	Research support services for domestic violence and request marketing materials to promote to the Leonora community.	Hope Community Services (lead) #SaferLeonora Committee	x						
		Promote the Strong Families, Safe Kids Advice & Referral Line 1800 000 123.		x	x	x	x	x	x	

2.4 Facilitate opportunity for healing through culture and country.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.4.1	Diversify services and initiatives with cultural considerations.	Facilitate opportunities to establish meaningful relationships between Aboriginal and non-Aboriginal community members using cultural activity.	Aboriginal Residency Group with support from #SaferLeonora Committee	x						
		Create an opportunity to showcase the Aboriginal culture in a setting that will instill pride within the Aboriginal community and support social cohesion.			x	x				
		Provide advice to support services around enhancing their services so that they are responsive to cultural considerations in Leonora.	Aboriginal Residency Group with support from #SaferLeonora Committee	x	x	x	x	x	x	
2.4.2	Facilitate opportunities for young people to connect to their culture to strengthen their sense of identity.	Support the Aboriginal Residency Group and the Leonora Youth Centre to access funding and deliver culture based activity targeting community safety, crime prevention and youth engagement (for example, on-country camp outs for young people, tool making workshops, etc.).	Aboriginal Residency Group and Leonora Youth Centre with support from #SaferLeonora Committee	x	x	x	x	x	x	
2.4.3	Facilitate opportunities for young people to strengthen connections with family and community to instill a sense of belonging.	Establish programs that facilitate mutually enjoyable parent/child interaction.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x	

2.5 Improve the health and wellbeing of disadvantaged community members.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.5.1	Improve housing conditions in Leonora.	Lobby for Housing Officer to operate from Leonora through the Department of Housing.	#SaferLeonora Committee to select lead stakeholder	x						
		Investigate the opportunity for new housing stock in Leonora.		x	x					
		Rather than being reactive to poorly maintained houses, take a proactive approach and schedule regular inspections through the Department of Housing.		x	x	x	x	x	x	
		Encourage the community to report violations to tenant policy to the Department of Housing so that targeted inspections can take place.		x	x	x	x	x	x	
		Lobby Department of Housing to provide incentives to rehabilitate and maintain homes (i.e. lower rent they maintain the garden, lower rent if they keep the yard clean, etc.)		x						

Focus 3: Reducing the Impact of Alcohol and Other Drugs

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Hope Community Services	<ul style="list-style-type: none"> • Counselling (individual and in groups) • Community pharmacotherapy referral • Advocacy for individuals and families affected by AOD and MH concerns • Suicide and Harm Prevention • Integrated Team Care • AOD outreach 	Program is currently being delivered in Leonora.	
Centrelink Cashless Debit Card	<p>A Cashless Debit Card looks and works like a normal bank debit card. You can't use it to buy alcohol, gamble, or get cash out. This is already active in the Goldfields Region.</p> <p>The Department of Social Services commissioned the Future of Employment and Skills (FES) Research Centre at the University of Adelaide to undertake an independent baseline data collection in the Goldfields Cashless Debit Card (CDC) site.</p>	Program is currently being delivered in Leonora.	
Alcohol Interlock Scheme	<p>A state-wide Alcohol Interlock Scheme commenced operation in Western Australia in October 2016.</p> <p>The purpose of the scheme is to reduce the road safety risk posed by repeat drink drivers. In certain circumstances, a court will order that, for a period of six months, offenders only drive vehicles fitted with interlock devices.</p>	The program is delivered in Leonora.	
Liquor Restricted premises	<p>To declare a premises liquor restricted, an application must be made to the Director of Liquor Licensing.</p> <p>Applications can be made by owners/occupiers of a private premises or by the Chief Executive Officer of the agency responsible for administering the Children and Community Services Act 2004.</p>		

Initiative/Service	Details	Current Status	Action
Liquor Accords	<p>Liquor Accords are local voluntary agreements between the liquor industry, the WA Police Force, local government authorities and the WA Department of Health. Accords strive to exceed the standards of venue management and duty of care to patrons, as required by the Liquor Control Act.</p> <p>Accords are run and monitored locally by those groups interested in the safe and professional management of licensed premises. The purpose of Liquor Accords is to help reduce the harm associated with the misuse of alcohol.</p> <p>Accords can be approved by the licensing authority. Once approved the accord can request that the licensing authority impose, vary or cancel a condition of a license.</p>	In the process of developed by WAPOL.	Support the development of a Goldfields Liquor Accord
Banned Drinkers Register	Operational in Leonora.		
Strong Spirit Strong Mind	Cultural specific AOD Service		
School Drug Education and Road Aware (SDERA)	School Drug Education and Road Aware (SDERA) helps children and young people make safer choices by providing programs that use a resilience approach to alcohol and other drugs and road safety education.	Available to Leonora but not currently in operation.	
Goldfields Community Alcohol and Drug Service (GCADS)	<p>Aims to support individuals and families affected by alcohol or other drugs in the Goldfields region of WA.</p> <p>Services include counselling (individually and in groups), community pharmacotherapy referral, advocacy for individuals and families affected by alcohol or other drugs and mental health concerns, suicide and harm prevention, Integrated Team Care (ITC), individualised community living strategy, consultancy and referral services for health professionals, and community prevention initiatives to address alcohol and other drug</p>		

Focus 3: Reducing the Impact of Alcohol and Other Drugs

3.1 Combat the ongoing problem of alcohol misuse and non legitimate behaviour in the streets at night.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
3.1.1	Reduce access and consumption of alcohol in Leonora.	Develop a Goldfields Liquor Accord.	WAPOL Leonora	x						
		Lobby the Director of Liquor Licensing to impose a ban on the sale of take-away alcohol in Leonora that is stronger than 2.7% alcohol.	Goldfields Liquor Accord	x						
		Form an agreement with Goldfields Liquor Accord for purchase of take-away alcohol to only be permitted after 2pm and prior to 6pm each day.	WAPOL Leonora	x						
		Conduct controlled purchase operations to identify outlets selling liquor to young people.	Goldfields Liquor Accord		x					
		Investigate implementation of the Takeaway Alcohol Management System (TAMS) in the Goldfields-Esperance Region.	Goldfields Liquor Accord	x	x					
3.1.2	Reduce underage drinking.	Increase the level of signage of penalties for supplying alcohol to minors. Investigate current signage and provide appropriate signage.	Goldfields Liquor Accord		x					
		Promote appropriate alcohol related resources for young people and diverse dissemination strategies including: <ul style="list-style-type: none"> • Diversion programs • YPOP (DOJ) - Young Persons Opportunity Program • Court Diversion • Pay off fines - Work and Development Scheme related AOD • AAT - Alcohol Assessment and Treatment • CIR & ODIR - Cannabin Intervention Requirement and Other Drug Intervention Requirement. 	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Encourage community members to report sale or provision of alcohol to minors by calling Crime Stoppers on 1800 333 000.	WAPOL Leonora (lead) #SaferLeonora Committee		x					
		Plan a regular schedule of weekly diversionary activities to reduce the temptation for young people to drink alcohol.	Kalgoorlie PCYC / SM Foundation / Leonora Rec Centre	x	x	x	x	x	x	

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
		Implement “I need you to say no” campaign targeted at parents of young people 12 to 17 years. Campaign resources will include audio and visual media in September and October 2022.		X						
		Investigate opportunities to implement educational workshops and stalls at community events.		X	X	X	X	X	X	
		Promote the Alcohol and Drug Support Line - 1800 198 024.		X	X	X	X	X	X	



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3.2 Reduce the harms of alcohol and other drug use through coordinated, multiagency responses and improve the social wellbeing of users and those around them.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
3.2.1	Increase the focus on prevention of use of alcohol and other drugs.	Provide targeted public education campaigns focusing on prevention of uptake and delaying first use of alcohol.	#SaferLeonora Committee	x	x	x	x	x	x	
		Lobby the Department of Education to reintroduce the School Drug Education and Road Aware (SDERA) program in Leonora and support them to facilitate activities.	#SaferLeonora Committee	x						
		Increase awareness of prevention services available online, by telephone and in person in Leonora.	#SaferLeonora Committee	x	x	x	x	x	x	
		Facilitate and promote recreational, social, educational and cultural activities as healthy alternatives to prevent and delay alcohol and other drug use amongst young people.	Youth Advisory Council Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre	x	x	x	x	x	x	
3.2.2	Increase existing and implement additional intervention programs and services that identify people at risk of harm related to alcohol and other drugs, to provide opportunity to intervene before problems become enriched.	Investigate opportunities to leverage off existing groups and activities (bush days, men's and women's groups) and introduce intervention components.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Investigate existing intervention initiatives in other communities and replicate them in Leonora.		x	x	x	x	x	x	
3.2.3	Support people to recover from alcohol and other drug related problems.	Lobby for additional recovery services to ensure that people with severe alcohol and other drug problems can access services when needed in Leonora.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
3.2.4	Reduce the prevalence of FASD and the impact it has on individuals, families and Leonora.	Develop culturally specific information regarding FASD and alcohol consumption for Aboriginal and Torres Strait Islander women.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Distribute Goldfields Community Alcohol and Drug Service (GCADS) alcohol and other drug support guides to local health care agencies and public spaces.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	

Focus 4: Community Action, Connection and Involvement

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
#SaferLeonora Committee	Shire of Leonora #SaferLeonora Committee is an official Committee of Council.	Adopted by Council. Ready to establish.	Facilitate the #SaferLeonora Committee.
Aboriginal Residency Group	The Aboriginal Residency Group is an established group in Leonora made up of a mix of people from the Wangi community. Rene Reddingius is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
Nyunnga-Ku Women's Group	The Nyunnga-Ku Women's Group is supported by Home Community Services. Colleen Berry is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
#SaferLeonora hashtag	<p>Leonora Police have established the hashtag '#SaferLeonora' which they have been using to group together conversations and content occurring online around community safety and crime prevention. The #SaferLeonora Committee and Plan have been developed as a build on from this original initiative by police.</p> <p>A hashtag is essentially a way to group together conversations or content online around a certain topic. It is used to index key topics online and allows people to easily follow that topic.</p>	The #SaferLeonora hashtag is being used successfully by police.	<p>The #SaferLeonora hashtag is a way for all different stakeholders to link and collaborate with delivery of content.</p> <p>Encourage all stakeholders to use the #SaferLeonora hashtag.</p>

Focus 4: Community Action, Connection and Involvement

4.1 Build strong partnerships and relationships.

Strategies		Key Deliverables	Stakeholder	Timeframe						
					2022	2023	2024	2025	2026	2027
4.1.1	Develop and facilitate the #SaferLeonora Committee.	Request the development of the #SaferLeonora Committee as an 'Official Committee of Council' to ensure that the Committee retains its value and drive.	WAPOL Leonora	COMPLETED						
		Develop a list of key stakeholders to be members of the Committee based on the Stakeholder Impact Assessment.	WAPOL Leonora / Shire of Leonora	COMPLETED						
		Develop Terms of Reference for #SaferLeonora Committee.	WAPOL Leonora / Shire of Leonora	COMPLETED						
		Develop the #SaferLeonora Plan 2022-2027 and review bi-annually.	#SaferLeonora Committee	x		x		x		
		Conduct bi-monthly agenda-driven meetings to report progress against #SaferLeonora Plan to Council and the community. Meetings to take place August, October, December, February, April, June.	Shire of Leonora	x	x	x	x	x	x	x

4.2 Encourage community engagement and participation in community safety.

Strategies		Key Deliverables	Stakeholder	Timeframe						
					2022	2023	2024	2025	2026	2027
4.2.1	Encourage local residents to take ownership of their neighbourhood and report issues.	Establish a #SaferLeonora Facebook group and use it to facilitate an online neighbourhood watch program.	#SaferLeonora Committee to select lead stakeholder		x					
		Support the local community through small grants programs to deliver community safety initiatives.			x	x	x	x	x	
		Create a #SaferLeonora home safety and security checklist to encourage property owners to target harden their property.		COMPLETED						
4.2.2	Provide opportunity for young people to take a leadership role in the community safety and develop civic pride.	Investigate opportunity to develop a Youth Advisory Council.	Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre		x					

4.2.3	Enable greater awareness of activities and projects across the Shire of Leonora which address community safety and crime prevention.	Develop a #SaferLeonora marketing and communications strategy.	#SaferLeonora Committee to select lead stakeholder	COMPLETED					
		Promote the use of the #SaferLeonora hashtag to group together conversations and content occurring online around community safety and crime prevention.		x	x	x	x	x	x
		Implement relevant State Government programs such as Burglar Beware, Dob in a Dealer, Eyes on the Street, Goodbye Graffiti, National Bike Register.		x	x	x	x	x	x
		Promote and support road safety initiatives in collaboration with WALGA's Roadwise program.		x	x	x	x	x	x
		Promote participation in Aboriginal diversion programs.		x	x	x	x	x	x
4.2.4	Promote crime reporting and recording avenues to the community.	Promote Crimestoppers through materials developed for social media use. Set as a reoccurring scheduled post.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x
4.2.5	Engage with the Leonora business community via an email network to reduce the opportunity for crime.	Develop an email list for the Leonora business community.	Leonora CRC	x					
		Email #SaferLeonora business network with information regularly to keep them aware and target harden.		x	x	x	x	x	x
4.2.6	Engage local people in sharing messages with the broader community.	Develop 'Photo Voices' to share community safety messages using the experience of local people to give the message personal meaning. Visual cues to share simple messages from the heart. Aboriginal Elder - FASD Awareness, WAPOL - Antisocial Behaviour, Pub Owner - Alcohol Consumption, School Principal - Feeling Safe, Aboriginal Leader - Domestic Violence, Police/Paramedic - Road Safety.	Aboriginal Elders/Leaders Business Owners Youth Advisory Council Youth Leader Education Department WALGA Roadwise	COMPLETED					
4.2.7	Update the 'Community Safety' tab on the Shire of Leonora website with the name #SaferLeonora, and add relevant and accessible #SaferLeonora information.	Add #SaferLeonora campaigns, links to Keeping Kids in School assets, information about WAPOL Cam-Map, information about the #SaferLeonora Committee and access to the Plan. Opportunity to provide feedback to the Committee. Information about the Community CCTV. The Lock and Light Home Security Assessment.	Shire of Leonora	x	x	x	x	x	x
4.2.8	Enable greater access for the community to external funding for delivery of community-led activities and initiatives.	Create a Leonora focused 'grant cheat sheet' and share it with the community so that the application process is simplified and that projects have a uniformed approach. Support the application process.	#SaferLeonora Committee to select lead stakeholder	x					
		Send advice to interested community members about opportunities for external funding.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x

Communications

Planning communications will enable effective delivery of information to identified target audiences. The plan is an outline of how the #SaferLeonora Committee will communicate important project information and when it will be communicated.

Media and Marketing Opportunities

Social Media

- Shire of Leonora
- The Leonora Grapevine
- Leonora CRC

Printed Media

- Tower Street Times
- Leonora District High School Newsletter
- Kalgoorlie Miner

Community Notice Boards

- Leonora CRC
- Shire of Leonora Administration Building
- Post Office Leonora
- The Food Van
- Leonora Pharmacy
- Leonora Information Centre
- Vacant shop windows

Calendar

January

- School holidays - youth engagement
- Post Christmas (large amounts of new purchases in the house)
- People leaving town on holidays
- New Year celebrations

February

- Back to school

Page 26

March

- Autumn begins
- Tourists camping

April

- School holidays - youth engagement
- People leaving town on holidays
- ANZAC Day
- Check fire alarms

May

- Back to school
- National Road Safety Week
- Mothers Day

June

- Golden Gift
- Winter Begins

July

- School holidays - youth engagement
- NAIDOC Week

August

- Wild flower season
- Keep Australia Beautiful week

September

- School holidays - youth engagement
- Spring begins

October

- Halloween




November

- Wild flower season
- Opening of the pool
- Warm weather - people leaving the windows and doors open and unlocked for cool air.

December

- School holidays - youth engagement
- Christmas
- Summer begins

Communications

IMAGE	BLURB	HOW & WHEN
	<p>No Alcohol is the Safest Choice</p> <p>Most parents don't provide alcohol to their children. Given teenagers vulnerabilities to the effects of alcohol and the associations with adverse adult outcomes, its safest to delay the use of alcohol until at least 18 years of age.</p> <p>Goldfields Community Alcohol and Other Drug Services (GCADS) provides advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.</p> <p>#SaferLeonora</p>	<p>Social Media Shop Windows School Newsletter Printed Media</p> <ul style="list-style-type: none"> • Tower Street Times • Kalgoorlie Miner <p>Schedule to be posted twice per year.</p>
	<p>Drop to 40kms in the School Zone</p> <p>Drivers are reminded that the school term commences today. Please protect our kids and reduce your speed to 40 km/hr between the hours of 7:30 am and 9:00 am, and from 2:30 pm to 4:00 pm on school days.</p> <p>#SaferLeonora</p>	<p>Social Media</p> <p>First day back to school (February, May, July, October)</p>
	<p>Cam-Map</p> <p>Accurate knowledge of the locations of CCTV systems (both private and business) greatly assists WA Police to investigate incidents and improve community safety. 'Cam-Map WA' is a database operated by the Western Australia Police Force that allows owners of CCTV systems to securely self-register their equipment.</p> <p>If you have CCTV, we would really appreciate your help! You can make a big difference by taking 2 minutes to follow the link and register your CCTV. https://cam-mapwa.police.wa.gov.au/</p> <p>#SaferLeonora</p>	<p>Social Media</p> <p>Schedule to be posted twice per year.</p>



Alcohol is Destroying Our Beautiful Culture

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



I Deserve to Feel Safe in my Home

Everybody deserves to feel safe at home. Having a safe and secure space is essential to your health and wellbeing.

Mara Pirni Healing Place provides family support, parenting and trauma counselling. In-reach services, such as alcohol and other drugs counselling, mental health support, housing support, legal services and financial support. Out-reach services such as advocacy and support, family and domestic violence education and awareness.

Mara Pirni Healing - 9420 7264

Women's Domestic Violence Helpline - 1800 007 339

National Sexual Assault, Domestic & Family Violence Counselling Service - 1800 737 732

Crisis Care - 1800 199 008

#SaferLeonora

Social Media Shop Windows School Newsletter Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



I Can See the Harm that Alcohol Does

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



#SaferLeonora Plan 2022-2027

The #SaferLeonora Plan 2022-2027 is a five year strategic outlook for Leonora Police and the Shire of Leonora that aims to map the issues of primary concern to the community and key stakeholders, and document strategies and partnerships to alleviate these issues.

The #SaferLeonora Plan 2022-2027 is available from the Shire of Leonora website.

#SaferLeonora

**Shire of Leonora
Website
Social Media**

July



Limit Your Speed. Limit The Damage

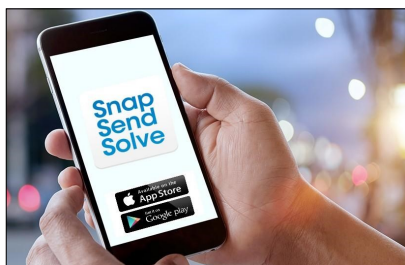
If you're speeding, just 5kms/hr over the speed limit will greatly impact your ability to brake in time. Please consider our children and slow down.

#SaferLeonora

**Social Media
Printed Media**

- Tower Street Times

Schedule to be posted twice per year.



Snap Send Solve

Snap Send Solve is a free App that makes reporting issues in your community REALLY easy. It captures a photo and pinpoints your location, and sends a request to the correct local organisation to get the issue fixed. Download the App and help to improve your community.

#SaferLeonora

Social Media

Schedule to be posted twice per year.

**Crime Stoppers**

Call Crime Stoppers on 1800 333 000 to anonymously report any suspicious behaviour or go to their website <https://www.crimestopperswa.com.au/>. If you see something, say something. Crime Stoppers will make sure the right information gets to the right people.

#SaferLeonora

Social Media

Schedule to be posted quarterly.

**You can make a difference. Join Neighbourhood Watch today!**

You and your neighbours are in a really good position to observe and report anything of a suspicious nature around your neighbourhood to Police. Neighbourhood Watch helps people to protect their property and way of life through communication and cooperation with their neighbours.

Getting a Neighbourhood Watch program up and running in your area is easier than you think! Neighbourhood Watch today is simply about promoting good communication amongst neighbours. New technology and social media platforms have provided a free, convenient, instant and surprisingly easy to use method of communicating these days.

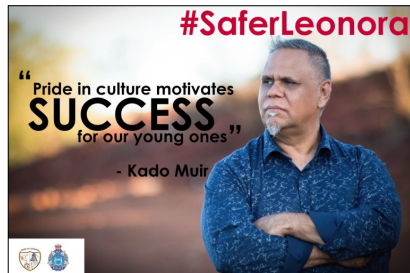
For information on how to start your own group, contact Neighbourhood Watch on 0428 377 901 or go to <https://www.nhw.wa.gov.au/>.

#SaferLeonora

Social Media

Schedule to be posted twice per year.





Pride in Culture Motivates Success For Our Young Ones

Cultural identity plays an important role in helping our young ones to define themselves. It is a part of a person's self-conception and their feeling of 'belonging'. It is important for our Aboriginal young people to not only continue to have cultural experiences, but to be able to proudly share those experiences with their non-Aboriginal peers.

#SaferLeonora

Social Media

Schedule to be posted twice per year.



You Need to Want to be Helped

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



Keeping Kids in School (when school goes back)

One of the biggest obstacles facing students is the temptation to take a day off school without permission. Our community is working together in a bid to encourage students to gain a better start in life by attending school every day.

The Keeping Kids in School program is a coordinated approach to increase participation in school and reduce truancy involving the entire community working together to address the issue. Under the program local businesses have the right to refuse service to school aged students who are not at school during normal school hours if they do not have a valid leave pass.

Information packages, including posters to display in shop windows are available from the Shire of Leonora website.

#SaferLeonora

Social Media Shop Windows School Newsletter

Schedule to be posted directly following school holidays each term.



Good Decisions Help Make Our Families Strong

Strong families help children to feel safe and secure. Looking after yourself is an important part of raising a strong family.

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

If you would like some help to strengthen your family, call the **Strong Families, Safe Kids Advice & Referral Line** on 1800 000 123.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



Violence is Never OK

Mara Pirni Healing Place provides family support, parenting and trauma counselling. In-reach services, such as alcohol and other drugs counselling, mental health support, housing support, legal services and financial support. Out-reach services such as advocacy and support, family and domestic violence education and awareness.

Mara Pirni Healing - 9420 7264
Women's Domestic Violence Helpline - 1800 007 339
National Sexual Assault, Domestic & Family Violence Counselling Service - 1800 737 732
Crisis Care - 1800 199 008

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.

Leonora Home Security Self-Assessment

You don't have to be a security expert to keep your house safe from burglars. There are simple things you can do to improve your home security.

To support residents in taking an active role in reducing the opportunity for crime, the #SaferLeonora Committee has developed a Home Security Self-Assessment which can be used to identify security issues in your home. This can be downloaded from the Shire of Leonora website ([linking address](#)).

It is recommended that the completed Home Security Self-Assessment is then taken to your hardware store for advice on cost effective products to assist with securing your home.

#SaferLeonora

Shire of Leonora Website

Sale or Provision of Alcohol to Minors is Illegal

Alcohol is not a prohibited drug however its use is controlled as set out in *The Liquor Control Act 1988* (WA).

It is an offence for any person (whether under 18 or over) to supply alcohol to a young person under 18 on an unlicensed premises without the consent of the young person's parent or guardian. Even if the parent or guardian consents, a young person (under 18) cannot be supplied alcohol by anyone if the young person, supplier or parent (or all three) are drunk or if the supplier cannot supervise the young person.

For legal advice about your own situation, contact Youth Legal Service 1800 199 006 or 9202 1688.

WA Police, Alcohol and the Law: <https://www.police.wa.gov.au/Your-Safety/Alcohol-and-drugs/Alcohol-and-the-law>

Alcohol. Think Again: <https://alcoholthinkagain.com.au/>

Government of Western Australia – Mental Health Commission “Alcohol and You” <https://www.mhc.wa.gov.au/your-health-and-wellbeing/alcohol/>

Drug & Alcohol Youth Service: <https://www.missionaustralia.com.au/servicedirectory/185-alcohol-other-drugs/drug-and-alcohol-youth-service-days-youth-withdrawal-and-respite-service>

#SaferLeonora

Social Media

Schedule to be posted twice per year.

Did you know that WA Senior Card holders may be eligible for a safety and security rebate of up to \$400?**Social Media**

If you are a WA Seniors Card holder, you can apply to receive the Safety and Security Rebate which will allow you to claim up to \$400 towards purchasing eligible safety and security items for your home. Go to <https://www.wa.gov.au/service/community-services/community-support/apply-safety-and-security-rebate> for more information.

#SaferLeonora



Social Media

Schedule to be posted twice per year.



Social Media

Schedule to be posted twice per year.

Social Media

8. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**8.1 General Business****8.1.1 Activation of the Old Tennis Courts & Old Department of Child Protection and Family Services (CPFS) Building**

Sgt Jamie Cresswell to speak to the committee regarding approach by Lotterywest to partner with the #SaferLeonora Committee to deliver a project to support the attainment of the #SaferLeonora Plan. Suggested the construction of a "Rage Cage"

Comment:

As youth engagement was identified as a community priority, it is proposed that we choose a quick win project to activate the old tennis courts and old CPFS building. This aligns with 1.1.2 – Encourage activity in local parks, spaces and facilities in the Plan.

Young Offender statistics in 2021 for Leonora show a spike in offending between the ages of 12 and 15 however, 100% of offences recorded were committed by Aboriginal young people, with 61% of those being male. It is proposed that we focus on an activation that targets the young offender group of older male youth (but don't limit the project to this age and gender).

All current youth spaces focus on the younger age group.

Funding should be sought from Lotterywest to install a rage cage which is an all ages, all-in-one permanent outdoor sport and recreational complex that is designed to incorporate over ten of the most popular Australian and International sports. The cage allows young people to play multi sports without need to set up or be supervised. The rage cage is designed to incur minimal damage and keep balls and equipment off the road.

Response:

Shire of Leonora CEO, Mr JG Epis advised that a grant has been approved and finalised for infrastructure works on the current Tennis Courts, which limits the opportunity for the Tennis Courts to be used for this project, even if established as a joint venture (i.e. refurbishment of Tennis Courts alongside construction of the Rage Cage).

It was decided that the old CPFS Building would be a suitable alternative, pending the Shire of Leonora's capacity to obtain the land from the Department of Communities. The Shire of Leonora will continue to pursue this course of action.

Sgt J Creswell to obtain quotes for Rage Cage construction and installation, to better identify the funding to be requested from Lotterywest, as well as further financial support opportunities / partnerships with looking mining partners.

8.1.2 Education for Community Members

Some discussion occurred regarding the capacity for members of the community to be able to understand and therefore benefit from the cause and effect of their actions to further assist with the implementation of the #SaferLeonora Plan. While it's good to have the Plan in place, there's limited ability to create change within the community if those persons affected by those changes are unable to understand their role as part of that.

It was noted that some funding still existed regarding improving the mental health capacity of the Shire, and that this funding may be able to be utilised through Hope Community Services to facilitate a consultant who would be able to approach community members individually and in groups to assist with increasing this awareness and education.

Ms R McLeerie from Hope Community Services to investigate potential costs involved and report back to Committee.

8.1.3 Communication between committee and community

Sgt J Creswell raised his concern regarding communicating with the community, expressing the desire for a larger audience to be able to be target. Current communication methods are primarily digital or

word of mouth, with non-digital communication forms such as the Shire of Leonora's Public Notice Board needing to be upgraded to better communicate with the community.

The Shire of Leonora confirmed that at current, communication methods include the Shire Website, the Shire Facebook Page (which in turn gets shared to the community driven page "The Leonora Grapevine"), Public Notice Boards around town (primary points being the Post Office, Supermarket and the Shire Noticeboard as well as key businesses along the main street), as well as the Tower Street Times. An upgrade to the Shire Notice Board will be investigated.

9. DATE OF NEXT MEETING

Tuesday 11th October, 2022 at 10:00am

10. DECLARATION OF CLOSURE

There being no further business, the Chief Executive Officer, Mr JG Epis declared the meeting closed at **11:00am**.

#SaferLeonora Committee Terms of Reference 2022 to 2027

TERMS OF REFERENCE

#SAFERLEONORA COMMITTEE

1. Role of the #SaferLeonora Committee

The role of the #SaferLeonora Committee is to enhance community safety and reduce criminal and anti-social behaviour through a collaboration of key interests and agencies.

2. Powers of the #SaferLeonora Committee

The #SaferLeonora Committee is a formally appointed committee of Council and is responsible to that body. The #SaferLeonora Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. The #SaferLeonora Committee does not have any management functions and cannot involve itself in management processes or procedures.

The #SaferLeonora Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the Chief Executive Officer.

3. Membership

The #SaferLeonora Committee shall consist of representatives from government, non-government, police and community agencies at the local level who share a collective commitment and expertise in relation to community safety and perceptions of safety. The Committee membership may include the following:

- Two (2) Elected Members;
- Officer In Charge of the Leonora Police Station or nominated representative;
- One (1) representative of Hope Community Services;
- One (1) representative of the Department of Communities - Child Protection and Family Support;
- One (1) representative of the Department of Education;
- One (1) representative of the Nyunnga-Ku women's support group;
- One (1) representative of the Leonora Youth Centre;
- One (1) representative of the Department of Health (Health Promotion);
- One (1) representative of Minara Resources
- One (1) representative of Centrecare;

#SaferLeonora Committee Terms of Reference 2022 to 2027

- Up to two (2) community representatives.

All members have full voting rights.

4. Standing Ex-Officio Members

- Chief Executive Officer or nominated representative, i.e. Deputy Chief Executive Officer;
- One (1) representative of the Stephen Michael Foundation;
- One (1) representative of the PCYC Kalgoorlie
- One (1) representative of the Department of Justice;
- One (1) representative of the Shooting Stars;
- One (1) representative of the Department Local Government, Sport and Cultural Industries;
- One (1) representative of Minara Resources
- One (1) representative of St Barbara's
- One (1) representative of Macmahon
- One (1) representative of WALGA (Road Safety);
- Department Fire and Emergency Services (by invitation)

5. Meetings

The #SaferLeonora Committee shall meet at least quarterly, with additional meetings convened at the discretion of the presiding member.

6. Reporting

Minutes and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

7. Duties and Responsibilities

The Committee will:

- Develop, review and oversee the implementation of the Shire of Leonora #SaferLeonora Plan;
- Develop effective partnerships with local State Government agencies through local service agreements to support the coordination and integration of community safety and crime prevention activities within the Shire of Leonora;
- Identify and coordinate funding opportunities to address priority issues that have been identified in the #SaferLeonora Plan;

#SaferLeonora Committee Terms of Reference 2022 to 2027

8. Working Parties

Working parties may be established at the edict of this Committee to address specific issues in relation to community safety and appoint people with the necessary knowledge and skills to contribute to those working parties.

All auxiliary working parties shall report back to the #SaferLeonora Committee on progress and outcomes with any recommendations.

9. Tenure of Membership

Shall be in accordance with the Local Government Act, section 5.11, ie, until the next scheduled local government ordinary elections.

10. Committee**10.1 Chairperson**

The members shall appoint the Chairperson.

10.2 Secretary

A Shire of Leonora employee will fulfil the role of non-voting minute taker.

10.3 Quorum

The quorum at any meeting shall be at least 50% of the number of offices of the committee.

10.4 Voting

Shall be in accordance with the Local Government Act, Section 5.21.

10.5 Minutes

Shall be in accordance with the Local Government Act, Section 5.22.

10.6 Who Acts If No Presiding Member

Shall be in accordance with the Local Government Act, Section 5.14.

10.7 Meetings

Meetings shall be generally open to the public pursuant to Section 5.23 of the Local Government Act and include question time for members of the Committee pursuant to Section 5.24 of the Local Government Act.

10.8 Members Interests to be Disclosed

Members of the Committee are bound by the provisions of the Local Government Act Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

10.9 Code of Conduct

Members of the committee are bound by Council's Code of Conduct.

#SaferLeonora Plan 2022-2027

Community Safety and Crime Prevention Strategy



#SaferLeonora

Working together for a safer community



Disclaimer

This report has been prepared from information provided by the community and other sources. All effort has been made to confirm and validate the information.

The information has been prepared for the exclusive use of WAPOL Leonora and the Shire of Leonora. Whilst the information, data, opinions, evaluations, assessments and analysis referred to in this report have been researched and expressed in good faith, no responsibility will be accepted for any error of fact or opinion.

Authors

Michelle Blackhurst
Consultant
0439 049 590

Jamie Cresswell
WA Police Force, Leonora
(08) 9028 6700

May 2022



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Foreword

I am pleased to release the Shire of Leonora #SaferLeonora Plan 2022-2027. The Plan reaffirms the Shire of Leonora's commitment to addressing issues associated with community safety and crime prevention, in partnership with WA Police Leonora, key stakeholders and the community.

Community safety is rated as the highest area of importance and concern to local residents and business owners within the Shire of Leonora. The Plan is a five year strategic outlook for Leonora Police and the Shire of Leonora that aims to map the issues of primary concern to the community and document strategies and partnerships to alleviate these issues.

The plan aims to provide the Shire of Leonora with an overview of current local community safety issues, draw together information about existing initiatives and services, and coordinate a holistic approach to community safety and crime prevention through an action based strategy, drawing on the capacity of prospective partners and networks in relation to the efficient and effective use of available resources.

The Plan considers the perception of crime as well as the actual crime. A safe community is one where community members are able to pursue the fullest life possible without fear or hinderance of crime, making their feelings of safety as important as their actual level of safety.

The Shire of Leonora is very appreciative of the residents, community groups, business owners and key stakeholders who contributed during the development of the #SaferLeonora Plan. This partnership approach during the plans development lays the foundations which will continue to build during the plans implementation. We are confident that the plan will support everyone to work together, contributing to better outcomes for our community.

Cr Peter Craig
President, Shire of Leonora



Acknowledgement

The Shire of Leonora would like to acknowledge the contribution of the Leonora Police of the WA Police Force in the development of the #SaferLeonora Plan 2022-2027.

This co-design approach in collaboration with the community is key to sustainable change and we appreciate the ongoing support.



Executive Summary

Building a safe and inclusive community through better coordination of stakeholders and community members was a key objective of the #SaferLeonora Plan 2022-2027. Achieving this required the Shire of Leonora to understand the issues at a local level and work with stakeholders to share their experiences, explore possibilities and develop potential solutions that could be applied locally.

The development of the Plan was facilitated using a co-design approach to ensure that it represented the collective community voice and to make certain that resources could be strategically targeted in areas of identified need within the community.

The plan has four priority areas:

Creating Safer Places and Spaces

Creating environments that are safe, attractive, well maintained and used by the community without fear or hinderance of crime.

Supporting Families, Children and Youth

Maximising the resources available targeting barriers that impact on families, children and young people, and decrease the likelihood of offending.

Reducing the Impact of Alcohol and Other Drugs

Engaging and working with the community to implement effective programs that reduce the impact of alcohol and other drugs in Leonora.

Community Action, Connection and Involvement

Strengthening existing and establish new community and stakeholder partnerships that enable collaborative and effective approaches for addressing community safety.

The plan will guide the implementation of actions under the four priority areas and has

been designed to be a flexible and adaptable document to accommodate for the changing needs of the community over the next five years.

What is Community Safety and Crime Prevention?

According to the Australian Institute of Criminology (2012), crime prevention can be defined as 'an effective approach to reducing crime'.

A National Crime Prevention Framework has been introduced by the Australian Institute of Criminology to promote best practice and provide guidance to stakeholders in the development of sustainable policies, strategies and programs that address crime problems.

The Framework is intended to assist in the achievement of the following outcomes:

- A reduction in crime and disorder problems that are of greatest harm and concern to the community;
- Increased community safety, security and cohesion, including a reduction in the actual and perceived risk of victimisation;
- Increased support for people to cope with the impact of victimisation; and
- A reduction in re-offending among those people who have already engaged in criminal or anti-social behaviour.

Models of Crime Prevention

There are four approaches to crime prevention which used in combination ensure that the complex causes of crime are understood and addressed.

These approaches are:

- Developmental (early intervention and reducing the risk factors)
- Social (strengthening communities and helping to develop social capital)
- Situational (reducing the opportunity for crime and increasing the difficulty of offending)
- Criminal Justice (law enforcement)



Government Approach

From a government perspective, responsibility for the safety of our community falls across three tiers:

Federal

Responsibility is assumed by the Federal government for high-level crime, setting policy directions and co-funding many health and community services.

State

The WA State government funds and delivers most services involved in safety including the WA Police Force, Department of Fire and Emergency Services, St Johns Ambulance, Department of Communities, Drug and Alcohol Services as well as setting the regulatory framework such as building standards and the Office of Bush Fire Management.

Local

Local government enforces many of the state regulations and is responsible for the 'peace, order and good government' of their municipal districts. This includes the delivery of, and advocating for, the services that support a safer and inclusive community.

WA Police Force Priority Areas

The WA Police Force identified the following priority areas in their Annual Report 2021:

The key priorities are to:

- Contribute to preventing and combatting family violence
- Disrupt organised crime networks in WA and reduce the supply of illicit drugs with a focus on meth
- Reduce youth offending
- Reduce Aboriginal offending and victimisation
- Enforce traffic laws and support road safety initiatives
- Provide critical incident management, emergency prevention and preparedness

A core value for the WAPOL is to work in partnership with others to enhance the safety and security of the state. The agency collaborates with federal, state and local government agencies, not-for-profit and

community organisations and the private sector to contribute to better outcomes for the Western Australia community.

Why do we need a community safety and crime prevention plan?

While judicial and law enforcement roles are the responsibility of the federal and state government, local government is an active facilitator of collaboration at the local level between federal, state and community organisations on issues of community safety and crime prevention.

The #SaferLeonora Plan 2022-2027 is a tool to support WA Police Force Leonora, the Shire of Leonora, key stakeholders and the community to collaboratively enhance safety and public perceptions of safety, assist in the prevention of crime and coordinate actions to increase actual and perceived safety in the Leonora community.

The Plan identifies priorities in community safety and crime prevention and directs efforts for building partnerships with key stakeholders and the community, enabling a multidisciplinary approach to address safety issues that may impact upon our community.



Evidencing the Need for the Plan

The development of the #SaferLeonora Plan 2022-2027 involved:

- Research into crime statistics for the Shire of Leonora.
- Facilitation of new and consideration of past community consultations.
- Consultation with key stakeholders to seek their considered position on key focus areas.
- Desktop research of interstate and international community safety and crime prevention initiatives.

Reported Crime Statistics

Crime statistics accessed through the WA Police Force 'Crime Statistics Portal' provide an overview of categorised crimes occurring in the Leonora Local Government area.

The Shire of Leonora also receives regular crime statistics through an agreement with Western Australian Local Government Association (WALGA) and the WA Police Force. This provides an insight in to emerging issues specific to Leonora with which solutions can be developed in collaboration with the community.

Shire of Leonora crime statistics have been collated in Figure 1 to show total numbers of reported offences per financial year from 2015/2016 to 2020/2021, enabling identification of crime trends in the area.

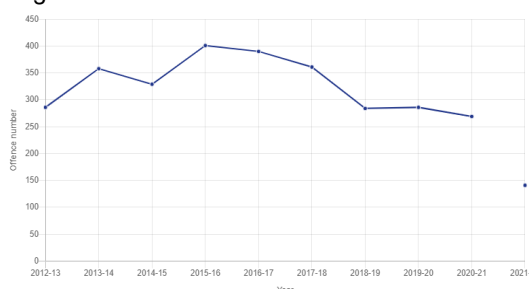
Figure 1: Reported Offences (Financial Year)

Offence	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021
Assault (family)	72	85	54	61	56	69
Assault (non-family)	40	39	33	29	20	31
Drug Offences	26	26	13	4	12	14
Dwelling Burglary	45	38	76	33	34	21
Property Damage	89	75	65	47	52	51
Threatening Behaviour (family)	3	8	4	2	3	1
Threatening Behaviour (non-family)	9	8	4	5	7	5
Stealing	45	43	47	53	44	31
Breach of Violence Restraint Order	21	32	18	15	16	12
Sexual Offences	1	1	8	3	4	5

While crime statistics are important, not all crime is reported and therefore crime statistical reporting is not an accurate indication of the actual level of crime in the community. Figure 2 shows that the level of crime in Leonora has decreased in more recent years however, the perception of the community is that the level of crime has increased.

A safe community is one where the community members are able to pursue the fullest life possible without fear or hinderance from crime and disorder, making their feelings of safety as important as their actual level of safety. The Shire of Leonora therefore utilises a number of other information sources to guide its efforts and develop a holistic response to community safety and crime prevention.

Figure 2: Police Crime Statistics



Retrieved from <https://www.police.wa.gov.au/Crime/CrimeStatistics#/>.

Community Consultation

An important first step in the development of the #SaferLeonora Plan 2022-2027 was to undertake a consultation process in Leonora.

In March 2022 Leonora Police of the Western Australia Police Force (WAPOL Leonora) and the Shire of Leonora facilitated consultation sessions with the Leonora community and key stakeholders to develop an understanding of the community safety and crime prevention challenges in the community.

A total of 151 people were engaged with a broad representation from the community, and the key priorities for the Plan were identified by participants. The three most prominent community safety concerns identified were alcohol related issues, disengaged young people and antisocial behaviour.

Broad consultations were also undertaken in 2021 for the development of the Shire of Leonora: Plan for the Future. The feedback from the community consultation highlighted community safety as a priority.

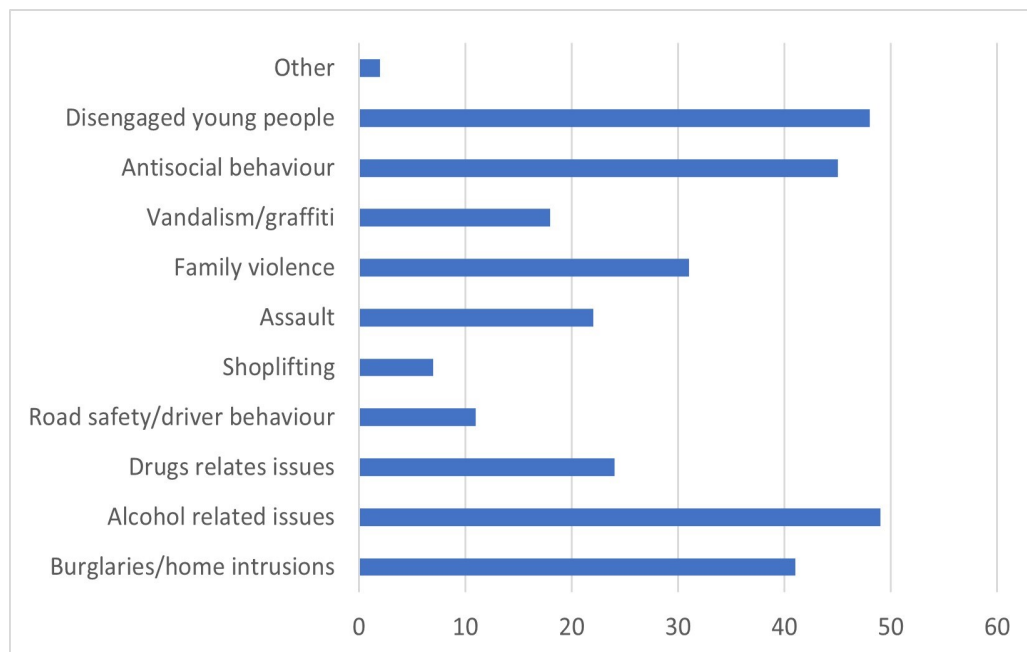
Key Stakeholder Consultation

The stakeholder engagement enabled a better understanding of the community safety and crime prevention issues that were raised by the Leonora community from the perspective of the agencies that individually target some of those issues. It also facilitated constructive, productive relationships of mutual benefit to enable a holistic collective impact.

Desktop Research

Desktop research considered international, federal, state as well as trends and best practice examples in community safety being delivered by other Local Government Authorities. Relevant concepts were translated where possible to reflect the context of community safety and crime prevention in the Shire of Leonora and included as potential strategies within the Plan.

Figure 3: Leonora Priority Concerns



Strategic Context

The following strategic context has been considered in the development of this plan. This framework also provides guidance and understanding with regard to the current trends and issues raised during consultation.

The World Health Organization's (WHO) 'Safe Communities Model'

The World Health Organization (WHO) Manifesto for Safe Communities states that "All human beings have an equal right to health and safety".

National Crime Prevention Framework (2020)

Developed by the Australian Institute of Criminology as a resource which outlines the most effective approaches to the prevention of crime.

Driving Change (2020-2030)

Driving Change is the framework to guide WA's road safety journey to reduce the number of people fatally, severely or seriously injured by 50 to 70% by 2030, and to zero by 2050.

Department of Communities Path to Safety (2020-2030)

Western Australia's strategy to reduce Family and Domestic Violence 2020-2030 is a long-term vision that sets out a whole of government and community plan for reducing and responding to family and domestic violence.

Strong Spirit Strong Mind - Aboriginal Drug and Alcohol Framework for Western Australia 2011-2015

The Strong Spirit Strong Mind – Aboriginal Drug and Alcohol Framework for Western Australia was developed to provide guidance towards delivering culturally secure programs and supporting Aboriginal ways of working in order to strengthen their efforts to manage and reduce alcohol and other drug related harm in Aboriginal communities.

Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015-2025

Strategic planning for the mental health and AOD sector providing a guide for investment, decisions and priority setting. It provides an

overview of effective strategies for the mental health and AOD sector.

West Australian Alcohol and Drug Interagency Strategy 2018-2022

Western Australia's key policy document that outlines strategies to prevent and reduce the adverse impacts of AOD in Western Australia.

At Risk Youth Strategy 2015-2018 Department for Child Protection and Family Support

The Strategy has been developed to guide the Department's ongoing role in planning and delivering services that support and encourage young people to reach their potential and promote safety in the community.

Western Australia's Family and Domestic Violence (WA FDV) Prevention Strategy to 2022

The Strategy has been developed to guide the reduction of domestic violence.

National Drug Strategy 2017-2026

This is a ten-year framework that aims to reduce and prevent the harmful effects of alcohol, tobacco and other drugs.

WA Police Force Reconciliation Action Plan

The WAPOL's formal statement of commitment to reconciliation outlining strategies to close the gap.



Managing the Plan

#SaferLeonora Committee

The Leonora community identified the need to bring key stakeholders together in a structured way to achieve social change, through a collective impact approach.

The #SaferLeonora Committee was developed as a strategic crime prevention advisory group to enhance community safety and reduce crime in Leonora through collaboration and coordination of key stakeholders and community members. The Committee will review and oversee the implementation of the #SaferLeonora Plan 2022-2027, actively implement the actions listed in the plan, collaboratively seek resources and funding opportunities to aid in community safety and crime prevention and report outcomes achieved to the Shire of Leonora.

Key Stakeholders

The #SaferLeonora Committee is a Shire of Leonora 'Official Committee of Council', consisting of representatives from a diverse cross section of the Leonora community including government, non-government and members of the community who share a collective commitment and expertise in relation to community safety and crime prevention.

The #SaferLeonora Committee consists of representatives from both government and non-government organisations, police and community agencies at the local level who share a collective commitment and expertise in relation to community safety and perceptions of safety. The Committee membership includes:

- Two (2) Elected Members:
- Officer In Charge of the Leonora Police Station or nominated representative;
- One (1) representative of Hope Community Services;
- One (1) representative of the Department of Communities - Child Protection and Family Support;
- One (1) representative of the Department of Education;

- One (1) representative of the Nyunnga-Ku women's support group;
- One (1) representative of the Leonora Youth Centre;
- One (1) representative of the Wongatha Aboriginal Elders/Leaders;
- Up to two (2) community representatives.

Responsibilities of the Committee

The Committee is responsible for:

- Reviewing and overseeing the implementation of the Shire of Leonora #SaferLeonora Plan 2022-2027;
- Development of effective partnerships to support the coordination and integration of community safety and crime prevention activities within the Shire of Leonora; and
- Identifying and coordinating funding opportunities to address priority issues that have been identified in the #SaferLeonora Plan 2022-2027.



#SaferLeonora Action Plan

Through community and stakeholder consultation a diverse range of information was collected which focused on what those living in and visiting the Shire consider to be important in relation to community safety and their perceptions on crime. Four priority areas have been identified with supporting objectives, actions and outcomes.

Focus 1 Creating Safer Places and Spaces	Focus 2 Supporting Families, Children and Youth	Focus 3 Reducing the Impact of Alcohol and Other Drugs	Focus 4 Community Action, Connection and Involvement
Goal: To create environments that are safe, attractive, well maintained and used by the community without fear or hinderance of crime.	Goal: To maximise resources available targeting barriers that impact on families, children and young people, and decrease the likelihood of offending.	Goal: To engage and collaborate with the community and implement effective programs that reduce the impact of alcohol and other drugs in Leonora.	Goal: To strengthen existing and establish new community and stakeholder partnerships that enable collaborative and effective approaches for addressing community safety.
<p>1.1 Reduce the opportunity for crime or offending behaviour.</p> <p>1.2 Improve the perception of safety and security in the Leonora town centre.</p>	<p>2.1 Prevent children and young people from becoming involved in the youth justice system and improve the outcomes of those who do.</p> <p>2.2 Increase access to leadership and development opportunities and activities for Leonora young people.</p> <p>2.3 Reduce opportunity for domestic violence.</p> <p>2.4 Facilitate opportunity for healing through culture and country.</p> <p>2.5 Improve the health and wellbeing of disadvantaged community members.</p>	<p>3.1 Combat the ongoing problem of alcohol misuse and non legitimate behaviour in the streets at night.</p> <p>3.2 Reduce the harms of alcohol and other drug use through coordinated, multiagency responses and improve the social wellbeing of users and those around them.</p>	<p>4.1 Build strong partnerships and relationships.</p> <p>4.2 Encourage community engagement and participation in community safety and crime prevention.</p>

Focus 1: Creating Safer Places and Spaces

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Shire of Leonora CCTV	CCTV system with Geutebruck Security Management System. Ability for live view by Police.	Community has requested additional CCTV. There is a modern CCTV system installed in the Leonora town centre. Opportunity to expand.	Establish if there is a real need for additional CCTV. Strategically map out crime hot spots and potential placement of cameras.
WA Senior Card - Safety and Security Rebate	Rebate of up to \$400 for a WA Seniors Card Holder to apply some target hardening to their homes.	Applications are open. Not currently marketed to Leonora Seniors.	Market to Leonora Seniors.
WA Police Force Cam-Map	<p>Cam-Map WA is a comprehensive database of all voluntarily registered CCTV systems across Western Australia.</p> <p>This publicly accessed platform allows owners and operators of CCTV systems to self-register onto a secure database operated by the Western Australia Police Force.</p> <p>Accurate knowledge of the locations of CCTV systems will assist WA Police to investigate incidents in order to improve community safety.</p> <p>Cam-Map WA encourages the active participation of State Government agencies, local governments, and the community to register towards the creation of safer environments.</p>	Low numbers of Leonora entries.	Market to the Leonora community.

Focus 1: Creating Safer Places and Spaces

1.1 Reduce the opportunity for crime or offending behaviour.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
1.1.1	Apply 'Designing Out Crime' principles within the community.	Conduct a lighting audit to identify lighting requirements in Leonora.	Shire of Leonora			x				
		Apply for funding to upgrade lighting in areas identified in the lighting audit. Apply creative lighting to dark spaces.	Shire of Leonora				x			
		Promote the registration of private and business CCTV with the WA Police Force Cam-Map initiative.	WAPOL Leonora	COMPLETED						
		Conduct a 'map and gap' of community based CCTV to identify key gaps.	Shire of Leonora			x				
		Apply for funding to upgrade the CCTV infrastructure if gaps are identified.	Shire of Leonora / #SaferLeonora Committee				x			
1.1.2	Encourage activity in local parks, spaces and facilities.	Enable access to public open spaces during day and night where possible.	Shire of Leonora	x	x	x	x	x	x	x
		Encourage community-driven alternative activation in the town centre, both day and night using vacant shops, public open spaces and streets (e.g. colouring in station, cultural object making workshops).	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x	x
		Activate the Rec Centre with alternative activities that will attract youth (for example, purchase rollerskates and run indoor rollerskating, purchase of boxing equipment and start boxing classes). Note: Rollerskating in the Rec Centre will not damage the floor. Contact the Shire of Irwin for feedback on this).	Shire of Leonora Sponsorship Opportunity		x		x			x
1.1.3	Implement target hardening initiatives with the Leonora community.	Apply for funding to subsidise locks and lighting for seniors and vulnerable community members in their homes to reduce the opportunity for crime. 'Lock and Light' program.	#SaferLeonora Committee Sponsorship Opportunity		x					
		Create home security checklists for residents. Provide this to the Shire for inclusion on the 'Community safety' tab on the website.	#SaferLeonora Committee	COMPLETED						
		Distribute 'Business Beat' brochure (WAPOL website) to businesses to improve education on business security.	#SaferLeonora Committee WAPOL Leonora		x					
		Facilitate a campaign to remind people to lock up their homes and vehicles.	#SaferLeonora Committee		x					
		Investigate the availability of current WA Seniors Safety and Security Rebate and market to elderly residents.	#SaferLeonora Committee to select lead stakeholder	COMPLETED						

1.1.4	Reduce high risk behaviours that impact on the safety of Leonora residents and visitors.	Order 'Please Slow Down - Consider Our Kids' wheely bin stickers from WALGA's Roadwise program and provide them to property owners. Note: opportunity for a local #SaferLeonora campaign and personalised stickers.	Shire of Leonora Rangers / #SaferLeonora Committee Sponsorship Opportunity	x				
		Seek funding to purchase two (one for each end of the main thoroughfare through town) digital message boards to encourage truck drivers and other road users to slow down when driving through the town centre. Note: these can be used for activation and community announcements (emergency response, events, drawing attention to attractions, community safety messaging, warning about works programs, etc.)	Shire of Leonora (lead) / #SaferLeonora Committee Sponsorship Opportunity	x				

1.2 Improve the perception of safety and security at night in the Leonora town centre.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
1.2.1	Increase visibility of surveillance activities.	Task Shire rangers/works teams to facilitate the ‘Eyes on the Streets’ program and encourage other agencies to join. Order stickers for their vehicles. Arrange training through Community Policing.	Shire of Leonora / #SaferLeonora Committee		x					
		Seek funding and investigate opportunity to reintroduce ‘night patrol’ program.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity		x					
1.2.2	Reduce untidy and unwelcoming surroundings.	Identify old buildings that need maintenance and lobby property owner to complete repair work.	#SaferLeonora Committee to select lead stakeholder		x					
		Facilitate regular litter collection programs such as ‘Keep Australia Beautiful’. Seek incentives to encourage participation.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity	x	x	x	x	x	x	
		Apply for the Keep Australia Beautiful Litter \$5,000 Grant 2023 round to do a community education project on litter.	#SaferLeonora Committee to select lead stakeholder		x					
		Investigate opportunity for funding to include additional vibrant street art in the town centre.	Shire of Leonora Sponsorship Opportunity			x		x		
		Promote ‘Snap Send Solve’. This is a free app that allows you to easily report service issues from your mobile phone reports are submitted directly to responsible organisation for action. It encouraged the community to actively be part of the solution.	#SaferLeonora Committee	COMPLETED						

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Focus 2: Supporting Families, Children and Youth

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Hope Community Services	<ul style="list-style-type: none"> Counselling (individual and in groups) Community pharmacotherapy referral Advocacy for individuals and families affected by AOD and MH concerns Suicide and Harm Prevention Integrated Team Care AOD outreach 	Services delivered in Leonora currently.	No action.
Nyunnga-Ku Women's Group	The Nyunnga-Ku Women's Group is supported by Home Community Services. Colleen Berry is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
Stephen Michael Foundation	Provision of youth activities	Funded.	Opportunity to expand this service.
Kalgoorlie PCYC	Provision of youth activities	Funded. Additional funding required.	Support access to further funding to expand service.
Leonora Youth Centre	Drop-in and provision of youth activities	Operating with limited hours.	This service has opportunity to expand. More funding is required to extend the hours of operation.
Housing	No local Housing Officer.	The community has expressed the need for a Housing Officer. This is an area of high priority.	Lobby for a Housing Officer.
Centrecare	Family support services	Operating in Leonora once per fortnight.	Investigate opportunity to expand this service.

Focus 2: Supporting Families, Children and Youth

2.1 Prevent children and young people from becoming involved in the youth justice system and improve the outcomes of those who do.

Strategies		Key Deliverables	Stakeholder	Timeframe					
				2022	2023	2024	2025	2026	2027
2.1.1	Increase availability and accessibility of services and programs.	Map existing programs, services and community groups, and establish a list of required services. Lobby for additional services to fill the gaps.	#SaferLeonora Committee to select lead stakeholder	x					
		Encourage delivery of the 'Protective Behaviour Program' to operate at Leonora District High School.			x				
		Engage Relationships Australia to deliver support in Leonora.			x				
		Investigate and implement the Safety House WA program.	#SaferLeonora Committee to select lead stakeholder		x				
		Facilitate the 'Keeping Kids in Schools' program.	Dept of Education (lead)	x	x	x	x	x	x
		Facilitate a 'Back to School' activity to ensure vulnerable young people have school supplies.	Leonora DHS P&C		x	x	x	x	x
		Facilitate a Creators Hub / Makers Hub (art and craft) for young people not in to physical activities, and facilitate intergenerational relationships.	Leonora Youth Centre		x	x	x	x	x
		Create an email network of Leonora youth stakeholders as a communication tool and encourage regular conversation and collaboration within the group. Send an introduction email to raise awareness of the group and to start conversations.	Shire of Leonora / Leonora Rec Centre	x					
		Develop and market collaborative school holiday programs with the support of all stakeholders.	Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre/CRC	x	x	x	x	x	x
		Provide updated information about service providers to Shire of Leonora to add to the community directory on the website. Promote this resource.	#SaferLeonora Committee	x	x	x	x	x	x
		Activate vacant shops and other 'in-between use' spaces with displays and interactive activities that promote services available.	Leonora DHS - artwork #SaferLeonora Committee	x	x	x	x	x	x

2.1.2	Increase engagement in education.	Identify stakeholders to support specific barriers experienced by young people and create an agreed localised referral process to better support Leonora DHS in providing a wrap around service for at risk young people.	#SaferLeonora Committee to select lead stakeholder	x					
		Support Leonora DHS to access funding to strengthen their ability to deliver current and additional learning programs.			x	x	x	x	x
		Arrange permissions for funding applications to be auspiced by the Shire of Leonora via the #SaferLeonora Committee.		x					
2.1.3	Develop opportunities for vulnerably families and children to access food when in need.	Reintroduce the 'Hot Lunch Program' to provide vulnerable children access to food.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity	x					
		Facilitate weekly healthy cooking on a budget workshops for vulnerable young people.		x	x	x	x	x	x
		Complete the community garden that was started in the Recreation Centre precinct and appoint a local group to be the caretaker.		x					
		"Foodscaping" in the town centre.	Shire of Leonora	x	x				
		Investigate opportunity for the church to facilitate a soup kitchen service on a day when food is not already available.		x					

2.2 Increase access to leadership and development opportunities and activities for Leonora young people.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.2.1	Increase opportunity for Leonora young people to access leadership and development opportunities, and activities that are available in surrounding communities.	Identify programs and initiatives within close proximity to Leonora, and promote them to Leonora young people.	Youth Advisory Council Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre #SaferLeonora Committee	x	x	x	x	x	x	
		Seek funding to purchase a Shire owned community bus.	Shire of Leonora (lead) Sponsorship Opportunity		x					
		Encourage and assist community members to get their Working with Children Check and bus licenses to enable volunteering.	#SaferLeonora Committee to select lead stakeholder Sponsorship Opportunity		x					
		Investigate opportunity for Leonora young people to access to Clontarf in Kalgoorlie through lobbying for a hostel service and transport using community bus from Leonora to Kalgoorlie at the start and end of each week.				x	x			
		Seek funding to pay for scholarships for Leonora young people to access Clontarf and other leadership opportunities.			x	x	x	x	x	
		Increase positive role modelling for young people. Enquire about existing mentoring programs to deliver to Leonora. Potentially True Blue Dreaming.			x	x	x	x	x	

2.3 Reduce opportunity for domestic violence.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.3.1	Increase family support networks.	Expand the Toy Library to include support services for young mums and bubs through development of family support networks. Include service providers to enable extended opening.	#SaferLeonora Committee to select lead stakeholder	x						
		Investigate opportunity to form a Men's Shed.			x					
		Support the Nyunnga-Ku program to continue to provide assistance to women in Leonora.		x	x	x	x	x	x	
2.3.2	Facilitate opportunity for crisis care accommodation for women and children.	Develop a business case/feasibility study for the development of crisis accommodation in Leonora for women and children at risk.	Shire of Leonora Sponsorship Opportunity	x						
		Seek funding to produce a feasibility study for development of crisis accommodation in Leonora.		x						
		Seek funding to develop crisis accommodation in Leonora. Potentially the Building Better Regions Fund.			x					
2.3.3	Increase awareness of support services for domestic violence.	Research support services for domestic violence and request marketing materials to promote to the Leonora community.	Hope Community Services (lead) #SaferLeonora Committee	x						
		Promote the Strong Families, Safe Kids Advice & Referral Line 1800 000 123.		x	x	x	x	x	x	

2.4 Facilitate opportunity for healing through culture and country.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.4.1	Diversify services and initiatives with cultural considerations.	Facilitate opportunities to establish meaningful relationships between Aboriginal and non-Aboriginal community members using cultural activity.	Aboriginal Residency Group with support from #SaferLeonora Committee	x						
		Create an opportunity to showcase the Aboriginal culture in a setting that will instill pride within the Aboriginal community and support social cohesion.			x	x				
		Provide advice to support services around enhancing their services so that they are responsive to cultural considerations in Leonora.	Aboriginal Residency Group with support from #SaferLeonora Committee	x	x	x	x	x	x	x
2.4.2	Facilitate opportunities for young people to connect to their culture to strengthen their sense of identity.	Support the Aboriginal Residency Group and the Leonora Youth Centre to access funding and deliver culture based activity targeting community safety, crime prevention and youth engagement (for example, on-country camp outs for young people, tool making workshops, etc.).	Aboriginal Residency Group and Leonora Youth Centre with support from #SaferLeonora Committee	x	x	x	x	x	x	x
2.4.3	Facilitate opportunities for young people to strengthen connections with family and community to instill a sense of belonging.	Establish programs that facilitate mutually enjoyable parent/child interaction.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x	x

2.5 Improve the health and wellbeing of disadvantaged community members.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
2.5.1	Improve housing conditions in Leonora.	Lobby for Housing Officer to operate from Leonora through the Department of Housing.	#SaferLeonora Committee to select lead stakeholder	x						
		Investigate the opportunity for new housing stock in Leonora.		x	x					
		Rather than being reactive to poorly maintained houses, take a proactive approach and schedule regular inspections through the Department of Housing.		x	x	x	x	x	x	
		Encourage the community to report violations to tenant policy to the Department of Housing so that targeted inspections can take place.		x	x	x	x	x	x	
		Lobby Department of Housing to provide incentives to rehabilitate and maintain homes (i.e. lower rent they maintain the garden, lower rent if they keep the yard clean, etc.)		x						

Focus 3: Reducing the Impact of Alcohol and Other Drugs

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
Hope Community Services	<ul style="list-style-type: none"> • Counselling (individual and in groups) • Community pharmacotherapy referral • Advocacy for individuals and families affected by AOD and MH concerns • Suicide and Harm Prevention • Integrated Team Care • AOD outreach 	Program is currently being delivered in Leonora.	
Centrelink Cashless Debit Card	<p>A Cashless Debit Card looks and works like a normal bank debit card. You can't use it to buy alcohol, gamble, or get cash out. This is already active in the Goldfields Region.</p> <p>The Department of Social Services commissioned the Future of Employment and Skills (FES) Research Centre at the University of Adelaide to undertake an independent baseline data collection in the Goldfields Cashless Debit Card (CDC) site.</p>	Program is currently being delivered in Leonora.	
Alcohol Interlock Scheme	<p>A state-wide Alcohol Interlock Scheme commenced operation in Western Australia in October 2016.</p> <p>The purpose of the scheme is to reduce the road safety risk posed by repeat drink drivers. In certain circumstances, a court will order that, for a period of six months, offenders only drive vehicles fitted with interlock devices.</p>	The program is delivered in Leonora.	
Liquor Restricted premises	<p>To declare a premises liquor restricted, an application must be made to the Director of Liquor Licensing.</p> <p>Applications can be made by owners/occupiers of a private premises or by the Chief Executive Officer of the agency responsible for administering the Children and Community Services Act 2004.</p>		

Initiative/Service	Details	Current Status	Action
Liquor Accords	<p>Liquor Accords are local voluntary agreements between the liquor industry, the WA Police Force, local government authorities and the WA Department of Health. Accords strive to exceed the standards of venue management and duty of care to patrons, as required by the Liquor Control Act.</p> <p>Accords are run and monitored locally by those groups interested in the safe and professional management of licensed premises. The purpose of Liquor Accords is to help reduce the harm associated with the misuse of alcohol.</p> <p>Accords can be approved by the licensing authority. Once approved the accord can request that the licensing authority impose, vary or cancel a condition of a license.</p>	In the process of developed by WAPOL.	Support the development of a Goldfields Liquor Accord
Banned Drinkers Register	Operational in Leonora.		
Strong Spirit Strong Mind	Cultural specific AOD Service		
School Drug Education and Road Aware (SDERA)	School Drug Education and Road Aware (SDERA) helps children and young people make safer choices by providing programs that use a resilience approach to alcohol and other drugs and road safety education.	Available to Leonora but not currently in operation.	
Goldfields Community Alcohol and Drug Service (GCADS)	<p>Aims to support individuals and families affected by alcohol or other drugs in the Goldfields region of WA.</p> <p>Services include counselling (individually and in groups), community pharmacotherapy referral, advocacy for individuals and families affected by alcohol or other drugs and mental health concerns, suicide and harm prevention, Integrated Team Care (ITC), individualised community living strategy, consultancy and referral services for health professionals, and community prevention initiatives to address alcohol and other drug</p>		

Focus 3: Reducing the Impact of Alcohol and Other Drugs

3.1 Combat the ongoing problem of alcohol misuse and non legitimate behaviour in the streets at night.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
3.1.1	Reduce access and consumption of alcohol in Leonora.	Develop a Goldfields Liquor Accord.	WAPOL Leonora	x						
		Lobby the Director of Liquor Licensing to impose a ban on the sale of take-away alcohol in Leonora that is stronger than 2.7% alcohol.	Goldfields Liquor Accord	x						
		Form an agreement with Goldfields Liquor Accord for purchase of take-away alcohol to only be permitted after 2pm and prior to 6pm each day.	WAPOL Leonora	x						
		Conduct controlled purchase operations to identify outlets selling liquor to young people.	Goldfields Liquor Accord		x					
		Investigate implementation of the Takeaway Alcohol Management System (TAMS) in the Goldfields-Esperance Region.	Goldfields Liquor Accord	x	x					
3.1.2	Reduce underage drinking.	Increase the level of signage of penalties for supplying alcohol to minors. Investigate current signage and provide appropriate signage.	Goldfields Liquor Accord		x					
		Promote appropriate alcohol related resources for young people and diverse dissemination strategies including: <ul style="list-style-type: none"> • Diversion programs • YPOP (DOJ) - Young Persons Opportunity Program • Court Diversion • Pay off fines - Work and Development Scheme related AOD • AAT - Alcohol Assessment and Treatment • CIR & ODIR - Cannabin Intervention Requirement and Other Drug Intervention Requirement. 	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Encourage community members to report sale or provision of alcohol to minors by calling Crime Stoppers on 1800 333 000.	WAPOL Leonora (lead) #SaferLeonora Committee		x					
		Plan a regular schedule of weekly diversionary activities to reduce the temptation for young people to drink alcohol.	Kalgoorlie PCYC / SM Foundation / Leonora Rec Centre	x	x	x	x	x	x	

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
		Implement “I need you to say no” campaign targeted at parents of young people 12 to 17 years. Campaign resources will include audio and visual media in September and October 2022.		X						
		Investigate opportunities to implement educational workshops and stalls at community events.		X	X	X	X	X	X	
		Promote the Alcohol and Drug Support Line - 1800 198 024.		X	X	X	X	X	X	



3.2 Reduce the harms of alcohol and other drug use through coordinated, multiagency responses and improve the social wellbeing of users and those around them.

Strategies		Key Deliverables	Stakeholder	Timeframe						
				2022	2023	2024	2025	2026	2027	
3.2.1	Increase the focus on prevention of use of alcohol and other drugs.	Provide targeted public education campaigns focusing on prevention of uptake and delaying first use of alcohol.	#SaferLeonora Committee	x	x	x	x	x	x	
		Lobby the Department of Education to reintroduce the School Drug Education and Road Aware (SDERA) program in Leonora and support them to facilitate activities.	#SaferLeonora Committee	x						
		Increase awareness of prevention services available online, by telephone and in person in Leonora.	#SaferLeonora Committee	x	x	x	x	x	x	
		Facilitate and promote recreational, social, educational and cultural activities as healthy alternatives to prevent and delay alcohol and other drug use amongst young people.	Youth Advisory Council Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre	x	x	x	x	x	x	
3.2.2	Increase existing and implement additional intervention programs and services that identify people at risk of harm related to alcohol and other drugs, to provide opportunity to intervene before problems become enriched.	Investigate opportunities to leverage off existing groups and activities (bush days, men's and women's groups) and introduce intervention components.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Investigate existing intervention initiatives in other communities and replicate them in Leonora.		x	x	x	x	x	x	
3.2.3	Support people to recover from alcohol and other drug related problems.	Lobby for additional recovery services to ensure that people with severe alcohol and other drug problems can access services when needed in Leonora.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
3.2.4	Reduce the prevalence of FASD and the impact it has on individuals, families and Leonora.	Develop culturally specific information regarding FASD and alcohol consumption for Aboriginal and Torres Strait Islander women.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	
		Distribute Goldfields Community Alcohol and Drug Service (GCADS) alcohol and other drug support guides to local health care agencies and public spaces.	Hope Community Services (lead) #SaferLeonora Committee	x	x	x	x	x	x	

Focus 4: Community Action, Connection and Involvement

Mapping of Current Initiatives and Services

Initiative/Service	Details	Current Status	Action
#SaferLeonora Committee	Shire of Leonora #SaferLeonora Committee is an official Committee of Council.	Adopted by Council. Ready to establish.	Facilitate the #SaferLeonora Committee.
Aboriginal Residency Group	The Aboriginal Residency Group is an established group in Leonora made up of a mix of people from the Wangi community. Rene Reddingius is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
Nyunnga-Ku Women's Group	The Nyunnga-Ku Women's Group is supported by Home Community Services. Colleen Berry is the Chairperson.	Operational but needs support	Use the #SaferLeonora Committee to support this group to continue to deliver their programs.
#SaferLeonora hashtag	<p>Leonora Police have established the hashtag '#SaferLeonora' which they have been using to group together conversations and content occurring online around community safety and crime prevention. The #SaferLeonora Committee and Plan have been developed as a build on from this original initiative by police.</p> <p>A hashtag is essentially a way to group together conversations or content online around a certain topic. It is used to index key topics online and allows people to easily follow that topic.</p>	The #SaferLeonora hashtag is being used successfully by police.	<p>The #SaferLeonora hashtag is a way for all different stakeholders to link and collaborate with delivery of content.</p> <p>Encourage all stakeholders to use the #SaferLeonora hashtag.</p>

Focus 4: Community Action, Connection and Involvement

4.1 Build strong partnerships and relationships.

Strategies		Key Deliverables	Stakeholder	Timeframe						
					2022	2023	2024	2025	2026	2027
4.1.1	Develop and facilitate the #SaferLeonora Committee.	Request the development of the #SaferLeonora Committee as an 'Official Committee of Council' to ensure that the Committee retains its value and drive.	WAPOL Leonora	COMPLETED						
		Develop a list of key stakeholders to be members of the Committee based on the Stakeholder Impact Assessment.	WAPOL Leonora / Shire of Leonora	COMPLETED						
		Develop Terms of Reference for #SaferLeonora Committee.	WAPOL Leonora / Shire of Leonora	COMPLETED						
		Develop the #SaferLeonora Plan 2022-2027 and review bi-annually.	#SaferLeonora Committee	x		x		x		
		Conduct bi-monthly agenda-driven meetings to report progress against #SaferLeonora Plan to Council and the community. Meetings to take place August, October, December, February, April, June.	Shire of Leonora	x	x	x	x	x	x	x

4.2 Encourage community engagement and participation in community safety.

Strategies		Key Deliverables	Stakeholder	Timeframe						
					2022	2023	2024	2025	2026	2027
4.2.1	Encourage local residents to take ownership of their neighbourhood and report issues.	Establish a #SaferLeonora Facebook group and use it to facilitate an online neighbourhood watch program.	#SaferLeonora Committee to select lead stakeholder		x					
		Support the local community through small grants programs to deliver community safety initiatives.			x	x	x	x	x	
		Create a #SaferLeonora home safety and security checklist to encourage property owners to target harden their property.		COMPLETED						
4.2.2	Provide opportunity for young people to take a leadership role in the community safety and develop civic pride.	Investigate opportunity to develop a Youth Advisory Council.	Leonora Youth Centre Kalgoorlie PCYC SM Foundation Leonora Rec Centre		x					

4.2.3	Enable greater awareness of activities and projects across the Shire of Leonora which address community safety and crime prevention.	Develop a #SaferLeonora marketing and communications strategy.	#SaferLeonora Committee to select lead stakeholder	COMPLETED					
		Promote the use of the #SaferLeonora hashtag to group together conversations and content occurring online around community safety and crime prevention.		x	x	x	x	x	x
		Implement relevant State Government programs such as Burglar Beware, Dob in a Dealer, Eyes on the Street, Goodbye Graffiti, National Bike Register.		x	x	x	x	x	x
		Promote and support road safety initiatives in collaboration with WALGA's Roadwise program.		x	x	x	x	x	x
		Promote participation in Aboriginal diversion programs.		x	x	x	x	x	x
4.2.4	Promote crime reporting and recording avenues to the community.	Promote Crimestoppers through materials developed for social media use. Set as a reoccurring scheduled post.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x
4.2.5	Engage with the Leonora business community via an email network to reduce the opportunity for crime.	Develop an email list for the Leonora business community.	Leonora CRC	x					
		Email #SaferLeonora business network with information regularly to keep them aware and target harden.		x	x	x	x	x	x
4.2.6	Engage local people in sharing messages with the broader community.	Develop 'Photo Voices' to share community safety messages using the experience of local people to give the message personal meaning. Visual cues to share simple messages from the heart. Aboriginal Elder - FASD Awareness, WAPOL - Antisocial Behaviour, Pub Owner - Alcohol Consumption, School Principal - Feeling Safe, Aboriginal Leader - Domestic Violence, Police/Paramedic - Road Safety.	Aboriginal Elders/Leaders Business Owners Youth Advisory Council Youth Leader Education Department WALGA Roadwise	COMPLETED					
4.2.7	Update the 'Community Safety' tab on the Shire of Leonora website with the name #SaferLeonora, and add relevant and accessible #SaferLeonora information.	Add #SaferLeonora campaigns, links to Keeping Kids in School assets, information about WAPOL Cam-Map, information about the #SaferLeonora Committee and access to the Plan. Opportunity to provide feedback to the Committee. Information about the Community CCTV. The Lock and Light Home Security Assessment.	Shire of Leonora	x	x	x	x	x	x
4.2.8	Enable greater access for the community to external funding for delivery of community-led activities and initiatives.	Create a Leonora focused 'grant cheat sheet' and share it with the community so that the application process is simplified and that projects have a uniformed approach. Support the application process.	#SaferLeonora Committee to select lead stakeholder	x					
		Send advice to interested community members about opportunities for external funding.	#SaferLeonora Committee to select lead stakeholder	x	x	x	x	x	x

Communications

Planning communications will enable effective delivery of information to identified target audiences. The plan is an outline of how the #SaferLeonora Committee will communicate important project information and when it will be communicated.

Media and Marketing Opportunities

Social Media

- Shire of Leonora
- The Leonora Grapevine
- Leonora CRC

Printed Media

- Tower Street Times
- Leonora District High School Newsletter
- Kalgoorlie Miner

Community Notice Boards

- Leonora CRC
- Shire of Leonora Administration Building
- Post Office Leonora
- The Food Van
- Leonora Pharmacy
- Leonora Information Centre
- Vacant shop windows

Calendar

January

- School holidays - youth engagement
- Post Christmas (large amounts of new purchases in the house)
- People leaving town on holidays
- New Year celebrations

February

- Back to school

March

- Autumn begins
- Tourists camping

April

- School holidays - youth engagement
- People leaving town on holidays
- ANZAC Day
- Check fire alarms

May

- Back to school
- National Road Safety Week
- Mothers Day

June

- Golden Gift
- Winter Begins

July

- School holidays - youth engagement
- NAIDOC Week

August

- Wild flower season
- Keep Australia Beautiful week

September

- School holidays - youth engagement
- Spring begins

October

- Halloween




November

- Wild flower season
- Opening of the pool
- Warm weather - people leaving the windows and doors open and unlocked for cool air.

December

- School holidays - youth engagement
- Christmas
- Summer begins

Communications

IMAGE	BLURB	HOW & WHEN
	<p>No Alcohol is the Safest Choice</p> <p>Most parents don't provide alcohol to their children. Given teenagers vulnerabilities to the effects of alcohol and the associations with adverse adult outcomes, its safest to delay the use of alcohol until at least 18 years of age.</p> <p>Goldfields Community Alcohol and Other Drug Services (GCADS) provides advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.</p> <p>#SaferLeonora</p>	<p>Social Media Shop Windows School Newsletter Printed Media</p> <ul style="list-style-type: none"> • Tower Street Times • Kalgoorlie Miner <p>Schedule to be posted twice per year.</p>
	<p>Drop to 40kms in the School Zone</p> <p>Drivers are reminded that the school term commences today. Please protect our kids and reduce your speed to 40 km/hr between the hours of 7:30 am and 9:00 am, and from 2:30 pm to 4:00 pm on school days.</p> <p>#SaferLeonora</p>	<p>Social Media</p> <p>First day back to school (February, May, July, October)</p>
	<p>Cam-Map</p> <p>Accurate knowledge of the locations of CCTV systems (both private and business) greatly assists WA Police to investigate incidents and improve community safety. 'Cam-Map WA' is a database operated by the Western Australia Police Force that allows owners of CCTV systems to securely self-register their equipment.</p> <p>If you have CCTV, we would really appreciate your help! You can make a big difference by taking 2 minutes to follow the link and register your CCTV. https://cam-mapwa.police.wa.gov.au/</p> <p>#SaferLeonora</p>	<p>Social Media</p> <p>Schedule to be posted twice per year.</p>



Alcohol is Destroying Our Beautiful Culture

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



I Deserve to Feel Safe in my Home

Everybody deserves to feel safe at home. Having a safe and secure space is essential to your health and wellbeing.

Mara Pirni Healing Place provides family support, parenting and trauma counselling. In-reach services, such as alcohol and other drugs counselling, mental health support, housing support, legal services and financial support. Out-reach services such as advocacy and support, family and domestic violence education and awareness.

Mara Pirni Healing - 9420 7264

Women's Domestic Violence Helpline - 1800 007 339

National Sexual Assault, Domestic & Family Violence Counselling Service - 1800 737 732

Crisis Care - 1800 199 008

#SaferLeonora

Social Media Shop Windows School Newsletter Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



I Can See the Harm that Alcohol Does

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



#SaferLeonora Plan 2022-2027

The #SaferLeonora Plan 2022-2027 is a five year strategic outlook for Leonora Police and the Shire of Leonora that aims to map the issues of primary concern to the community and key stakeholders, and document strategies and partnerships to alleviate these issues.

The #SaferLeonora Plan 2022-2027 is available from the Shire of Leonora website.

#SaferLeonora

**Shire of Leonora
Website
Social Media**

July



Limit Your Speed. Limit The Damage

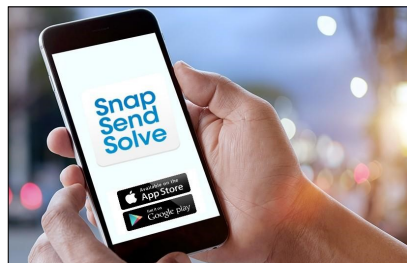
If you're speeding, just 5kms/hr over the speed limit will greatly impact your ability to brake in time. Please consider our children and slow down.

#SaferLeonora

**Social Media
Printed Media**

- Tower Street Times

Schedule to be posted twice per year.



Snap Send Solve

Snap Send Solve is a free App that makes reporting issues in your community REALLY easy. It captures a photo and pinpoints your location, and sends a request to the correct local organisation to get the issue fixed. Download the App and help to improve your community.

#SaferLeonora

Social Media

Schedule to be posted twice per year.

**Crime Stoppers**

Call Crime Stoppers on 1800 333 000 to anonymously report any suspicious behaviour or go to their website <https://www.crimestopperswa.com.au/>. If you see something, say something. Crime Stoppers will make sure the right information gets to the right people.

#SaferLeonora

Social Media

Schedule to be posted quarterly.

**You can make a difference. Join Neighbourhood Watch today!**

You and your neighbours are in a really good position to observe and report anything of a suspicious nature around your neighbourhood to Police. Neighbourhood Watch helps people to protect their property and way of life through communication and cooperation with their neighbours.

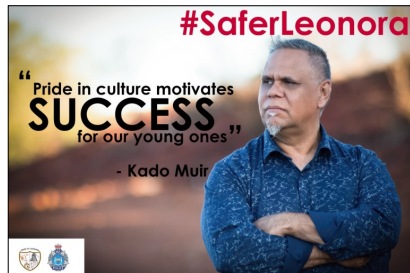
Getting a Neighbourhood Watch program up and running in your area is easier than you think! Neighbourhood Watch today is simply about promoting good communication amongst neighbours. New technology and social media platforms have provided a free, convenient, instant and surprisingly easy to use method of communicating these days.

For information on how to start your own group, contact Neighbourhood Watch on 0428 377 901 or go to <https://www.nhw.wa.gov.au/>.

#SaferLeonora

Social Media

Schedule to be posted twice per year.



Pride in Culture Motivates Success For Our Young Ones

Cultural identity plays an important role in helping our young ones to define themselves. It is a part of a person's self-conception and their feeling of 'belonging'. It is important for our Aboriginal young people to not only continue to have cultural experiences, but to be able to proudly share those experiences with their non-Aboriginal peers.

#SaferLeonora



You Need to Want to be Helped

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

This service outreaches to Leonora, Laverton, Kambalda, Coolgardie, Menzies, Norseman, Ravensthorpe and Hopetoun, and supports culturally appropriate and safe practice.

#SaferLeonora



Keeping Kids in School (when school goes back)

One of the biggest obstacles facing students is the temptation to take a day off school without permission. Our community is working together in a bid to encourage students to gain a better start in life by attending school every day.

The Keeping Kids in School program is a coordinated approach to increase participation in school and reduce truancy involving the entire community working together to address the issue. Under the program local businesses have the right to refuse service to school aged students who are not at school during normal school hours if they do not have a valid leave pass.

Information packages, including posters to display in shop windows are available from the Shire of Leonora website.

#SaferLeonora

Social Media

Schedule to be posted twice per year.

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.

Social Media Shop Windows School Newsletter

Schedule to be posted directly following school holidays each term.



Good Decisions Help Make Our Families Strong

Strong families help children to feel safe and secure. Looking after yourself is an important part of raising a strong family.

Contact Goldfields Community Alcohol and Other Drug Services (GCADS) on (08) 9071 5169. They provide advocacy for individuals and families affected by alcohol or other drugs and mental health concerns.

If you would like some help to strengthen your family, call the **Strong Families, Safe Kids Advice & Referral Line** on 1800 000 123.

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.



Violence is Never OK

Mara Pirni Healing Place provides family support, parenting and trauma counselling. In-reach services, such as alcohol and other drugs counselling, mental health support, housing support, legal services and financial support. Out-reach services such as advocacy and support, family and domestic violence education and awareness.

Mara Pirni Healing - 9420 7264
Women's Domestic Violence Helpline - 1800 007 339
National Sexual Assault, Domestic & Family Violence Counselling Service - 1800 737 732
Crisis Care - 1800 199 008

#SaferLeonora

Social Media Shop Windows Printed Media

- Tower Street Times
- Kalgoorlie Miner

Schedule to be posted twice per year.

Leonora Home Security Self-Assessment

You don't have to be a security expert to keep your house safe from burglars. There are simple things you can do to improve your home security.

To support residents in taking an active role in reducing the opportunity for crime, the #SaferLeonora Committee has developed a Home Security Self-Assessment which can be used to identify security issues in your home. This can be downloaded from the Shire of Leonora website ([linking address](#)).

It is recommended that the completed Home Security Self-Assessment is then taken to your hardware store for advice on cost effective products to assist with securing your home.

#SaferLeonora

Shire of Leonora Website

Sale or Provision of Alcohol to Minors is Illegal

Alcohol is not a prohibited drug however its use is controlled as set out in *The Liquor Control Act 1988* (WA).

It is an offence for any person (whether under 18 or over) to supply alcohol to a young person under 18 on an unlicensed premises without the consent of the young person's parent or guardian. Even if the parent or guardian consents, a young person (under 18) cannot be supplied alcohol by anyone if the young person, supplier or parent (or all three) are drunk or if the supplier cannot supervise the young person.

For legal advice about your own situation, contact Youth Legal Service 1800 199 006 or 9202 1688.

WA Police, Alcohol and the Law: <https://www.police.wa.gov.au/Your-Safety/Alcohol-and-drugs/Alcohol-and-the-law>

Alcohol. Think Again: <https://alcoholthinkagain.com.au/>

Government of Western Australia – Mental Health Commission “Alcohol and You” <https://www.mhc.wa.gov.au/your-health-and-wellbeing/alcohol/>

Drug & Alcohol Youth Service: <https://www.missionaustralia.com.au/servicedirectory/185-alcohol-other-drugs/drug-and-alcohol-youth-service-days-youth-withdrawal-and-respite-service>

#SaferLeonora

Social Media

Schedule to be posted twice per year.

Did you know that WA Senior Card holders may be eligible for a safety and security rebate of up to \$400?**Social Media**

If you are a WA Seniors Card holder, you can apply to receive the Safety and Security Rebate which will allow you to claim up to \$400 towards purchasing eligible safety and security items for your home. Go to <https://www.wa.gov.au/service/community-services/community-support/apply-safety-and-security-rebate> for more information.

#SaferLeonora



Social Media

Schedule to be posted twice per year.



Social Media

Schedule to be posted twice per year.

Social Media

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(A) LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 16th August 2022
AGENDA REFERENCE:	10.2.(A) AUG 22
SUBJECT:	Local Emergency Management Arrangements
LOCATION/ADDRESS:	Leonora
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	5.13a - DFES- Emergency Management
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	James Gregory Epis
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	10th August 2022
SUPPORTING DOCUMENTS:	1. Leonora Local Emergency Management Arrangements V3.0 ↓

BACKGROUND

The term Local Emergency Management Arrangements (LEMA) refers to the collection of all of the emergency management documentation, systems, processes, agreements and memorandums of understanding which affect the local government district. The LEMA are the overarching document and associated sub-plans which the local government is responsible for developing, maintaining and testing.

At the meeting of Council held 20th February, 2018, the Council endorsed the previous LEMA, however it was identified at the Local Emergency Management Committee that this document required a significant revamp in preparation for the formal review required to be undertaken in 2023.

As a result, the attached LEMA has been developed and will require endorsement by the Council to enable it to replace the current LEMA previously endorsed in 2018.

STATUTORY ENVIRONMENT

In accordance with the Emergency Management Act 2005 and the Emergency Management Regulations 2006

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

The LEMC plays a vital role in assisting our communities become more prepared for major emergencies by:

- developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues; they provide advice to Hazard Management Agencies to develop effective localised hazard plans;
- providing a multi-agency forum to analyse and treat local risk; and
- providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement.

RECOMMENDATIONS

That Council endorse the Local Emergency Management Arrangements as presented.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr AM Moore

Seconded: Cr LR Petersen

That Council endorse the Local Emergency Management Arrangements as presented.

CARRIED (6 VOTES TO 0)

SHIRE OF LEONORA



LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

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AUTHORITY

These arrangements have been produced and issued in compliance with s(41)(1) and (2) of the [Emergency Management Act 2005](#) ('the Act'), endorsed by the Shire of Leonora Local Emergency Management Committee (LEMC) and Council, the District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC).

These arrangements have been developed by personnel within the Shire of Leonora and by the Local Emergency Management Committee. Consultation has been sought from the wider community.

These arrangements should be read in conjunction with the Emergency Management Act 2005 and the State Emergency Management Plans (WESTPLAN), State Hazard Plans (SHP), State Emergency Management Policy Statements and the Department of Communities' Local Emergency Management Plan for the Provision of Welfare Support.

Endorsed by:

Chairperson,
Leonora LEMC

Date

President,
Shire of Leonora

Date

Resolution Number:

Document Review

Date

AMENDMENT HISTORY

No.	Date	Amendment Details	By
1			
2			
3			
4			
5			
6			
7			
8			

Suggestions and Comments from the Community and Stakeholders can help improve these arrangements and subsequent amendments.

To forward feedback, please copy the relevant section, mark the proposed changes and forward to;

The Chairperson
Local Emergency Management Committee

Shire of Leonora
P O Box 56
LEONORA WA 6438

Or email to: admin@leonora.wa.gov.au

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval.
Amendments promulgated are to be certified in this document when updated.

DISTRIBUTION LIST

Organisation	No. Copies
Shire President, Shire of Leonora	
Chief Executive Officer, Shire of Leonora	
OIC Leonora, WA Police	
OIC Leinster, WA Police	
Area Officer, DFES	
Administration Office, Shire of Leonora	
Administration Office, Leonora Hospital	
District Emergency Services Officer, Communities	
Leonora Sub Branch, St John Ambulance	
Leinster Sub Branch, St John Ambulance	
District Emergency Management Adviser, DFES	

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SECTION ONE

INTRODUCTION

GLOSSARY OF TERMS

Australasian Inter-Service Incident Management System (AIIMS): A nationally adopted structure to formalise a coordinated approach to emergency incident management.

Combat Agency: As prescribed under Section 6(2) of the *Emergency Management Act 2005*, a combat agency is to be a public authority, or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

Comprehensive Approach: The development of emergency and disaster arrangements to embrace the aspects of Prevention, Preparedness, Response and Recovery (PPRR). PPRR are aspects of emergency management, not sequential phrases. (Synonyms: disaster cycle, disaster phases and PPRR)

Command: The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. (See also *Control* and *Coordination*)

Control: The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations. (See also *Command* and *Coordination*)

Controlling Agency: An agency nominated to control the response activities to a specified type of emergency.

Coordination: The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination related primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. (See also *Control* and *Command*)

District Emergency Management Committee: A committee established under Section 31(1) of the *Emergency Management Act 2005*

Emergency: The occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response

Emergency Coordination Centre: A facility established to coordinate and organise emergency provision of services.

Emergency Management: The management of the adverse effects of an emergency including

- (a) prevention: the mitigation or prevention of the probability of the occurrence of, and the potential adverse effects of, an emergency.
- (b) Preparedness: preparation for response to an emergency
- (c) Response: the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed up the recovery process.
- (d) Recovery: the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

Emergency Management Agency: A hazard management agency (HMA), a combat agency or a support organisation.

Hazard: An event, situation or condition that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health of persons or animals; or destruct of; or damage to property or any part of the environment and is defined in the *Emergency Management Act 2005* or prescribed in the *Emergency Management Regulations 2006*.

Hazard Management Agency (HMA): A public authority, or other person, prescribed by the *Emergency Management Regulations 2006* to be a hazard management agency for emergency management, or an aspect of emergency management, of a hazard for a part of the whole of that State.

Incident: the occurrence or imminent occurrence of a hazard.

Incident Controller: The person designated by the Controlling Agency, to be responsible for the overall management and control of an incident within an incident area and the tasking of agencies in accordance with the needs of the situation. (Note: Agencies may use different terminology, however, the function remains the same).

Incident Support Group: A group of agency/organisation liaison officers convened by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the emergency.

Local Emergency Coordinator: The person appointed by the State Emergency Coordinator to provide advice and support to their local emergency management committee in the development and maintenance of emergency management arrangements, assist hazard management agencies in the provision of a coordinated response during an emergency in the district and carry out other emergency management functions under the direction of the State Emergency Coordinator.

Local Emergency Management Committee: A committee established under Section 38 of the *Emergency Management Act 2005*.

Operational Area: The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

Preparedness: Preparation for response to an emergency.

Prevention: The mitigation or preventing of the probability of the occurrence of, and the potential adverse effects of, an emergency.

Public Authority: An agency as defined in the *Public Sector Management Act 1994*;

- A body, corporate or unincorporated that is established or continued for a public purpose by the State, regardless of the way it is established;
- A local government or regional local government;
- The Police Force of Western Australia;
- A member or officer of a body referred to in one of the above; or
- A person or body prescribed (or of a class prescribed) by the regulations as a public authority for the purposes of this definition

Recovery: The support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychological and economic wellbeing.

Response: The combatting of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage, and help to speed recovery.

Risk: A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

- The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood;
- A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period; and
- Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability.

Standard Operating Procedure: A set of directions detailing what actions could be taken, as well as how, when, by whom and why, for specific events or tasks.

State Emergency Management Committee: A committee established under Section 13 of the *Emergency Management Act 2005*.

Vulnerability: The characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard. There are many aspects of vulnerability, arising from various physical, social, economic and environmental factors that vary within a community and over time.

Welfare: The provision of immediate and continuing care of emergency affected persons who may be threatened, distressed, disadvantaged, homeless or evacuated; and, the maintenance of health, well-being and prosperity of such persons with all available community resources until their rehabilitation is achieved.

DOCUMENT AVAILABILITY:

A copy of this document is available on the Shire of Leonora website www.leonora.wa.gov.au

A print copy of this document (public version) will be made available to the public at the Shire of Leonora Administration Building at 16 Tower Street, Leonora.

An electronic copy of this document (confidential version) is available to all Local Emergency Management Committee members.

GENERAL ACRONYMS USED IN THESE ARRANGEMENTS:

BFS	Bush Fire Service
BFB	Bush Fire Brigade
CA	Controlling Agency
CEO	Chief Executive Officer
DC	Department of Communities
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
DFES	Department of Fire and Emergency Services
FRS	(Volunteer) Fire and Rescue Service
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LRC	Local Recovery Coordination
LRCC	Local Recovery Coordinating Committee
MOU	Memorandum of Understanding
NGO	Non-governmental organisation
PaW	Parks and Wildlife Service (Department of Biodiversity, Conservation and Attractions)
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	State Emergency Warning Signal
SHC	State Health Coordinator
SJA	St John Ambulance
WA HEALTH	Department of Health
WAPOL	WA Police Force

DISCLAIMER

The Shire of Leonora makes no representations about the suitability of the information contained in this document or any material related to this document for any purpose. The document is provided with no warranty of any kind to the extent permitted by law. The Shire of Leonora hereby disclaims all warranties and conditions with regard to this information, including all implied warranties and conditions of merchantability, fitness for particular purpose, title and non-infringement. In no event shall the Shire of Leonora be liable for any special, indirect or consequential damages resulting from the loss of use, data or profits, whether in an action of contract, negligence or other tortious action, arising out of or in connection with the use of information available in this document. The document or material related to this document could include technical inaccuracies or typographical errors.

AIM:

To detail emergency management arrangements and ensure understanding between agencies and stakeholders involved in managing emergencies within the Shire.

PURPOSE:

To set out;

- The Shire of Leonora policies for emergency management
- The roles and responsibilities for public authorities and other persons involved in emergency management
- Provisions about the coordination of the emergency operations by performed by the public authorities and other persons
- Description of emergencies likely to occur within the Shire of Leonora
- Strategies and priorities for emergency management in the district
- Other matters about emergency management in the Shire of Leonora that the Shire of Leonora considers appropriate

SCOPE:

These arrangements are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMAs in dealing with an emergency. These should be detailed in the HMAs individual plans.

- This document applies to the local government district of the Shire of Leonora.
- This document covers areas where the Shire of Leonora provides support to HMAs in the event of an incident.
- This document details the Shire of Leonora capacity to provide resources in support of an emergency, while still maintaining business continuity, and the Shire of Leonora responsibilities in relation to recovery management.

The arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

AREA COVERED:

These arrangements cover the geographic area of the Shire of Leonora, including the Leonora and Leinster town sites. There are no remote indigenous communities.

The Shire of Leonora is located in the Northern Goldfields. It has a census-recorded (2016) population of approx, 1411 people; with an estimated further 3000 fly in fly out mining employees residing on an itinerant basis within the Shire.

The Administration Centre of Leonora is 832 km north east of Perth by road and 234 km north of Kalgoorlie on the Goldfields Highway. The Shire covers an area of 31,743 km² and includes the localities and towns of Leonora and Leinster. There are a number of old historical locations such, Agnew, Gwalia, Lawlers, Darlot and Malcolm.

Local economy is primarily based on mining for gold and nickel. The other major industries are Pastoral and Tourism activities.

The Shire hosts the famous Gwalia Historical Precinct based alongside the present day, operational Gwalia Gold Mine as well as numerous other tourist attractions along the Golden Quest Trail.

EXERCISING, REVIEWING AND REPORTING:**Exercising:**

Exercising is the simulation of emergency management events, through discussion or actual deployment of personnel, in order: to train personnel; to review/test the planning process or other procedures; to identify needs and/or weaknesses; to demonstrate capabilities; and to practice people in working together. The different types of exercises include Discussion, Field, Tabletop and Tactical Exercise without Troops.

Testing and Exercising is important for a number of reasons, including ensuring that the Emergency Management Arrangements are workable, current and effective, as well as ensuring that individuals and organisations remain aware of what is required of them during an emergency response situation.

The Menzies Local Emergency Management Committee exercises its arrangements once a year as per State Emergency Management Policy 4.8 and State Emergency Management Plan 4.7.

Hazard Management Agencies are responsible to exercise their response to an incident, but this could be incorporated into a LEMC exercise.

Exercises are reported on annually as part of the Annual and Preparedness Capability Survey which is submitted to the Department of Fire and Emergency Services to form the Preparedness Report for the Minister of Emergency Services.

Reviewing:

An entire review of the emergency management arrangements should be undertaken every five years.

A review of the arrangements should be undertaken after training that exercises the arrangements.

The Contacts and Resources list should be reviewed and updated as needed but at a minimum quarterly.

Reporting:

The annual LEMC Report should be submitted to the District Emergency Management Committee (DEMC) in conjunction with the preparedness Capability Survey as directed each year by the SEMC.

AGREEMENTS, UNDERSTANDING AND COMMITMENTS

<i>Examples only...Shire of XXXXX</i>	<i>Local farmers</i>	<i>Use of earth moving equipment in an emergency</i>	<i>See Contacts and Resources for list of specifics</i>
<i>Nil</i>			

LOCAL ROLES AND RESPONSIBILITIES

Local Role	Description of Responsibilities
Local Government	<p>The responsibilities of the Shire of Leonora are defined in s.36 of the <i>Emergency Management Act 2005</i></p> <p>It is a function of a local government –</p> <ul style="list-style-type: none"> a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and b) to manage recovery following an emergency affecting the community in its district; and c) to perform other functions given to the local government under this Act
Local Emergency Coordinator	<p>The responsibilities of the LEC are defined in s37(4) of the <i>Emergency Management Act 2005</i></p> <p>4) The Local Emergency Coordinator for a local government district has the following functions –</p> <ul style="list-style-type: none"> a) to provide advice and support to the local emergency management committee for the district in the development and maintenance of emergency management arrangements for the district; b) to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; c) to carry out other emergency management activities in accordance with the directions of the State Emergency
Local Recovery Coordinator	<p>To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.</p>

Local Government Welfare Liaison Officer	During an evacuation assist Dept. Communities by providing advice information and resources
Local Government Liaison Officer (to ISG/IMT)	During a major emergency the liaison officer attended ISG meetings to represent the local government, provides local government knowledge input and provides details contained in the LEMA.
Local Government – Incident Management	<p>Ensure planning and preparation for emergencies is undertaken. Implementing procedures that assist the community and emergency services deal with incidents</p> <p>Ensuring that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role.</p> <p>Keep appropriate records of incident that have occurred to ensure continual improvement of the Shires' emergency response capability</p> <p>Participate in the ISG and provide local support</p> <p>Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the Dept. Communities</p>

LEMC ROLES AND RESPONSIBILITIES

The Shire of Leonora has established a Local Emergency Management Committee (LEMC) as per section 38(1) of the *Emergency Management Act 2005* to oversee, plan and test the local emergency management arrangements.

The LEMC is not an operational committee but rather the organisation established by the local government to assist in the development of local emergency management arrangements for its district.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community. The LEMC membership must include at least one local government representative and the Local Emergency Coordinator. The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

The Leonora LEMC meets quarterly, generally on the second Thursday of every March, June, September and December.

LEMC Role	Description of Responsibilities
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.
LEMC Executive Officer	<p>Provide executive support to the LEMC by: Provide secretariat support including:</p> <ul style="list-style-type: none"> • Meeting agenda; • Minutes and action lists; • Correspondence; • Maintain committee membership contact register <p>Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including:</p> <ul style="list-style-type: none"> • Annual Report • Annual Business Plan • Maintain Local Emergency Management Arrangements; <p>Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and</p> <ul style="list-style-type: none"> • Participate as a member of sub-committees and working groups as required

LEMC MEMBERSHIP

Organisation	Officer
Shire of Leonora	Shire President
Shire of Leonora	CEO
Shire of Leonora	CBFCO
WA Police	OIC, Leonora
WA Police	OIC, Leinster
DFES	Area Officer, North East Goldfields
DFES	District Emergency Management Advisor
Dept. of Communities	District Emergency Services Officer
Leonora Hospital (WACHS)	Director of Nursing/Community Health Nurse
Leonora District High School	Principal
Leinster Community School	Principal
DPIRD	
Main Roads WA	
Water Corporation	
Horizon Power	
St John Ambulance	Community Paramedic
St Barbara (Leonora Operations)	
BHP Nickel West (Leinster)	

For current LEMC membership names and contacts please see [LOCAL EMERGENCY MANAGEMENT COMMITTEE CONTACTS](#) Section – this is only available to LEMC members and Emergency Management professionals.

AGENCY ROLES AND RESPONSIBILITIES

In the event of an emergency, the local government will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles:

Agency Roles	Description of Responsibilities:
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency. The function of a Controlling Agency is to;</p> <ul style="list-style-type: none"> • Undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness • Control all aspects of the response to an incident • During Recovery the Controlling Agency will ensure effective transition to recovery
Hazard Management Agency	<p>A HMA is to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed"</p> <p>A HMA's function is to:</p> <ul style="list-style-type: none"> • Undertake responsibilities where prescribed for these aspects • Appointment of Hazard Management Officers • Declare/Revoke Emergency Situation • Coordinate the development of the State Hazard Plan for that hazard • Ensure effective transition to recovery by Local Government
Combat Agency	<p>A combat agency as prescribed under Subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisation	<p>A Public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency.</p>

RELATED DOCUMENTS AND ARRANGEMENTS**Local Emergency Management Policies:**

As per section 41(2)(a) of the *Emergency Management Act 2005*, the local emergency management arrangements need to specify “*the local government policies for emergency management*”. The Shire of Leonora has the following emergency management policies in place:

<i>Policy Name</i>	<i>Policy Objective</i>
Nil	

Existing Plans and Arrangements:

Document	Owner	Location	Date of Plan
Local Welfare Plan	Dept. of Communities	Shire of Leonora, Dept. of Communities	2021
Leonora Aerodrome Emergency Plan	Shire of Leonora	Shire of Leonora	2016
Leinster Aerodrome Emergency Plan	BHP Nickel West	BHP Nickel West	2017
Leonora Risk Register	Shire of Leonora	Shire of Leonora	2017

COMMUNITY CONSULTATION

These arrangements have been prepared by the Shire of Leonora in conjunction with the Local Emergency Management Committee member agencies.

COMMUNITY AWARENESS

The Leonora LEMC makes every effort to increase community awareness of emergency management.



SECTION TWO COORDINATION OF EMERGENCIES

AUSTRALASIAN INTER-SERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS)

In a multi-agency system, incident management comprises command, control and coordination.

Control maintains the overall direction of emergency response. To effectively control an emergency, incidents should be managed by a single person. (The Incident Controller)

Command is the direction of resources within the agencies whose resources are committed to the emergency.

Coordination is the bringing together of agencies and resources to ensure effective response to and recovery from emergencies.

In order to work together effectively, emergency management agencies need a common framework of roles, responsibilities and processes. In Australia, AIIMS is the nationally recognised system of incident management. AIIMS is founded on five key principles, with eight key functions identified within the structure.

The five key principles of AIIMS:

Unity of Command	Each individual should report to only one Supervisor. There is only one Incident Controller, one set of objectives, one plan for the management of the incident.
Span of Control	Refers to the number of groups or individuals that can be successfully supervised by one person. Up to five reporting groups/individuals is considered desirable, occasionally more.
Functional Management	Functions are performed and managed by Incident Controller or his/her delegates. Eight key areas of functional management; Incident Controller and heads of the functional sections are collectively the Incident Management Team (IMT).
Management by Objectives	The Incident Controller, in consultation with the IMT, determines the desired outcomes of the incident.
Flexibility	AIIMS can be applied to any incident or emergency event, so a flexible approach is essential.

The eight possible functions of AIIMS:

Control	Management of all activities required to resolve the incident.
Planning	Development of objectives, strategies and plans for the resolution of the incident.
Intelligence	Collecting and analysing information or data which is distributed as intelligence to support decision making and planning.
Public Information	Provisions of warnings, information and advice to the public, liaison with the media and community.
Operations	Tasking and application of resources.
Investigation	Investigating to determine the cause of and/or the factors contributing to the impact of the incident.
Logistics	Acquisition and provision of human and physical resources, facilities, services and materials.
Finance	Managing accounts for purchases of supplies, hire of equipment, etc. Insurance and compensation for personnel, property and vehicles. Collection of cost data and provision of cost-effect analyses and providing cost estimates for the incident.

INCIDENT MANAGEMENT TEAM (IMT)

An IMT is made up of incident management personnel comprising the Incident Controller and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. An Incident is controlled by a Controlling Agency, which will nominate an Incident Controller who has delegated authority to manage the control of the incident. The team is led by the Incident Controller and is responsible for the overall control of the response to the incident. As an incident scales up and down in size, so does the size of the IMT.

INCIDENT SUPPORT GROUP (ISG)

The role of an ISG is to provide support to the Incident Management Team (IMT). The ISG is a group of people represented by the different agencies who may have involvement in the incident and who provide support to the Controlling Agency.

TRIGGERS FOR AN ISG

An ISG is triggered when the incident is a “Level 2” or higher and when multiple agencies need to be coordinated.

Classification of Incidents:

Level	Description	Local Response Required
Level One	Usually resolved through local or initial response resources	Provide support to resolve the incident at the local level
Level Two	Require deployment of resources beyond initial response, functional sections established due to complexity	Provide support to resolve the incident at a local level, provide a Local Government Liaison Officer to the ISG. Make facilities available to the HMA as evacuation centres.
Level Three	Complexity may require divisions for effective management to be established, usually involves delegation of all functions	Provide support to resolve the incident at a local level, provide Local Government Liaison Officers to the ISG and /or OASG. Make facilities available to the HMA as evacuation centres.

MEMBERSHIP OF AN ISG

The recovery coordinator should be a member of the ISG from the outset to ensure consistency of information flow, situational awareness and handover to recovery. The representation on this group may change regularly depending upon the nature of the incident, agencies involved, and the consequences caused by the incident.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

FREQUENCY OF MEETINGS

The frequency of meetings will be determined by the Incident Controller and will depend of the nature and complexity of the incident. As a minimum there should be at least one meeting per incident.

LOCATIONS OF ISG MEETINGS

Location of ISG meetings will be determined by the Incident Controller but should not be held in the midst of the incident, nor should they be held at the same location as meetings of the incident management team.

The following locations can be used for ISG meetings:

Shire of Leonora Administration Centre	16 Tower Street, Leonora
Leonora Bowling Club	Cnr Trump & Rajah Streets, Leonora

For a list of contacts in order to open these locations for ISG meetings, please refer to [INCIDENT SUPPORT GROUPS MEETING LOCATIONS AND CONTACTS](#) in the Contacts and Resources Section.

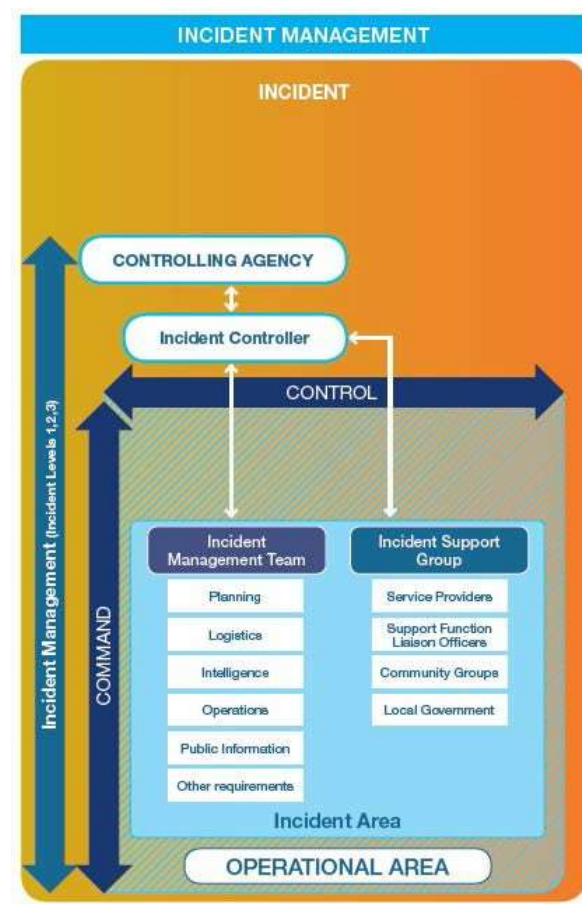


Figure 1: A diagram illustrating Incident Management

FINANCIAL ARRANGEMENTS

The Shire of Leonora is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately if an emergency event requiring resourcing by the Shire of Leonora occurs to ensure the desired level of support is achieved.



SECTION THREE

RISK

RISK MANAGEMENT

Risk Management is a vital part of the emergency management process. It is vital that we understand the hazards and risks likely to impact the Shire of Leonora.

The Leonora LEMC has taken into account that there a number of special considerations to be given attention when considering risks affecting our community. They are listed below.

SPECIAL CONSIDERATIONS

Consider the following:

- *Seasonal events*
- *Tourist influx periods and locations*
- *Seasonal hazards*
- *Vulnerable groups*
- *Major community events.*

CRITICAL INFRASTRUCTURE:

The following assets/infrastructure are located within the Shire of Leonora have been classified as critical infrastructure:

Television/Radio Tower		<i>Hoover Street</i>
Waste Water Treatment Plant	Water Corporation	<i>Biggs Avenue x Battery Place</i>
Water Treatment Plant	Water Corporation	<i>Kurrajong Street x Forrest Street</i>
Power Station	Horizon Power	<i>Mt Ida Road x Rajah Street</i>
Leonora Airport	Shire of Leonora	<i>Rajah Street</i>
Water Storage Tanks	Water Corporation	<i>Tanky Hill</i>
ABC Television/Radio Tower	Australian Broadcasting Corporation	<i>Leonora-Laverton Road</i>
Telstra Tower	Telstra	<i>Otterburn Street</i>

RISK REGISTER:

The Shire of Leonora participated in local risk workshops held in June, September & November 2017. An assessment of 5 hazards was undertaken, being:

HazMat – Chemical
Human Epidemic
Storm – Flooding
Air Crash
Gas Explosion

Further detail is contained in the *Shire of Leonora Risk Register 2017*. Please contact the local government office for access to this report.

EMERGENCIES LIKELY TO OCCUR/HAZARDS REGISTER

The following hazards were identified as the most likely to occur in Menzies. Below is a register of the identified hazards.

Hazard	HMA	Controlling agency	Local Combat Role	Local Support Role	State Hazard Plan (Westplan)	Local plan
Storm	FES Commissioner	DFES	Local Government, Regional SES	LG, Police	Severe Weather 2021 (Interim)	SOPs
Hazmat	FES Commissioner	DFES	FRS (Kalgoorlie & Leonora)	LG, Police, SJA	Hazmat June 2020	SOPS
Human Epidemic	Health	Health	SJA, Regional Health	SJA, Police, LG	Human Biosecurity 2021	SOPs
Fire (Local Govt Land)	FES Commissioner	LG	BFB (Menzies)	LG, DFES	Fire 2020	SOPs
Fire (Structure in Gazetted town boundary)	FES Commissioner	DFES	FRS (Kalgoorlie & Leonora)	LG, Police, SJA	Fire 2020	SOPs
Road Crash	WA Police Commissioner	WA Police Force	FRS (Kalgoorlie & Leonora)	Police, SJA, LG, DFES	Crash Emergency 2021	SOPs
Land Search	WA Police Commissioner	WA Police Force	Regional SES	LG, DFES	Search & Rescue Emergencies 2020	SOPs
Air Crash	WA Police Commissioner	WA Police Force	FRS (Kalgoorlie & Leonora)	Police, SJA, LG, DFES	Crash Emergency 2021	SOPs
Energy Supply Disruption	Coordinator of Energy	***dependent on affected energy infrastructure	***TBD	LG, DFES, Police, SJA, Health	Energy Supply Disruption 2021	SOPs



SECTION FOUR

EVACUATION

EVACUATION

There is a possibility that during an emergency, circumstances may arise where there may be the need to totally or partially evacuate the population of an area due to risk.

The Shire of Leonora and its LEMC is dedicated to ensuring pre-emergency evacuation planning is carried out so that, if an emergency was to occur, the risks associated with evacuation can be mitigated.

The overall responsibility for a community evacuation rests with the Controlling Agency. The decision to evacuate rests with the Incident Controller who is appointed by the Hazard Management Agency or Controlling Agency.

When an evacuation is being considered, the Hazard Management Agency or Controlling Agency is to consult with the Shire of Leonora and the Department of Communities.

TYPES OF EVACUATION

Self-evacuation is the self-initiated, spontaneous movement of individuals, families or community groups when threatened by an emergency. The Controlling Agency should provide sufficient, timely and relevant information to the community to assist in them making an informed decision to self-evacuate.

A **controlled evacuation** is the managed movement of people from a threatened area to a place of safety. The decision to undertake a controlled evacuation will be made by the Controlling Agency or an Authorised Officer who will determine whether the evacuation will be recommended (voluntary) or directed (compulsory).

A **recommended evacuation** is a type of controlled evacuation where the Hazard Management Agency or Controlling Agency provides advice to community members that they evacuate, when the Incident Controller believes that is the best option. A recommended evacuation is made when there is a possible threat to lives/property, but it is not believed to be imminent or significant.

A **directed evacuation** is a type of controlled evacuation where the Hazard Management Agency or Controlling Agency issues a direction for people and animals to evacuate/be evacuated, with which they are obliged to comply. This is most likely to occur when injury or loss of life is imminent.

THE FIVE STAGES OF EVACUATION



Things to Consider: Legislative powers, risk management, resource requirements. Reasons to/not to evacuate must be recorded.

Stage Two: Warning – Telling people of the need to go

Part of the LEMC's planning process is to identify available communication methods for public information.

Stage Three: Withdrawal – Getting people out

Self-evacuation, recommended evacuation or directed evacuation?

Controlling Agency should, as far as is practicable, ensure the security of the area that has been evacuated and of the remaining persons and property – assistance with this may be sought from WAPOL, local government and security and/or traffic management contractors.

Stage Four: Shelter – Where people can go and providing support

Where a Controlling Agency establishes one or more evacuation centres, they must take reasonable steps to ensure that evacuees are properly received and supported via welfare agencies and/or the local government. Department of Communities will coordinate the provision of welfare support for evacuated persons.

Stage Five: Return – Allowing people back and supporting their return

In most circumstances the return of the affected community is the responsibility of the Controlling Agency that determined the need for an evacuation in the first place. In instances where the impacts of a hazard have had lasting effects, the incident may have been handed over to a Recovery Coordinator and/or Recovery Committee at the State or Local level.

A relevant person will need to ensure that an appropriate assessment has been carried out to confirm that the area is safe and possible to return to. The return may be executed in stages as the operational plan should consider issues such as community safety, restoration of essential services and provision of welfare support services.

Shire of Leonora EMERGENCY EVACUATION GUIDE

Shire Office: Phone number (08) 9037 6044

Area Covered: Leonora Town Site

KEY ROADS

Tower Street
Rochester Street
Rajah Street
Kurrajong Street
Leonora-Nambi Road

Area Covered: Leinster Town Site

KEY ROADS

Agnew Road
North Road
Gledden Drive
Link Road
Yakabindie Drive

KEY CONTACTS

NAME	CONTACT	NAME	CONTACT
Shire Office	9037 6044	DC Crisis Care A/H	1800 199 008
Police	000	Horizon Power	13 23 51
SES	132 500	Water Corp	13 13 75
Fire & Rescue	000	Nursing Post	
Ambulance	000		
Bushfire	000		

HMA/CONTROLLING AGENCY CHECKLIST

- Alert Local Police
- Alert DFES or WAPOL to activate Telephone Warning System/State Emergency Warning System
- Advise media officer to employ information management tools – ABC radio, TV, etc.
- Alert Department of Communities
- Advise Special Needs Groups/Vulnerable People*
- Employ support agencies and volunteers for evacuation planning

*Please refer to Contacts and Resources section for a list of VULNERABLE PEOPLE CONTACT GROUPS

EVACUATION (WELFARE) CENTRES

Please refer to section Five Welfare for a full list of evacuation centres.

EVACUATION TO OTHER LOCAL GOVERNMENT AREAS

Due to the size of the Leonora and Leinster town sites individually, all evacuation centres are in reasonably close proximity to one another. For this reason, the Shire of Leonora and its LEMC have planned for the instance in which evacuation to all centres is impossible. Agreements will be reached with surrounding Shires for the provision of facilities to serve as evacuation centres if required.

City of Kalgoorlie-Boulder: 244kms from Leonora; 371kms from Leinster travelling South along the Goldfields Highway

FACILITY	CAPACITY	ADDRESS	CONTACT

SPECIAL NEEDS GROUPS

A list of contacts to coordinate the contacting of Vulnerable People within the Shire is available [VULNERABLE PEOPLE CONTACT GROUPS](#) in the Contacts and Resources section. The corresponding group/business is responsible for maintaining and updating the individual lists for vulnerable people that they are responsible for.

EVACUATION OF ANIMALS

Assistance animals are welcomed at all welfare centres. For a list of evacuation locations for pets, please refer to the ANIMAL WELFARE within the Contacts and Resources section.

MAPS

Detailed maps showing key routes, location of evacuation centres and other required information will be located at the Shire Administration Office.

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SECTION FIVE

WELFARE

LOCAL EMERGENCY MANAGEMENT PLAN FOR THE PROVISION OF WELFARE SUPPORT

The Department of Communities has the role of managing welfare. The Shire of Leonora falls under the Kalgoorlie district of the Department of Communities. They have developed a Local Emergency Management Plan for the Provision of Welfare Support, which aims to prescribe the arrangements for the provision of welfare support services during emergencies. The plan is available from the Shire of Leonora and/or the Department of Communities. The plan contains private contact details of key personnel and is not for public distribution.

LOCAL WELFARE COORDINATOR

The Local Welfare Coordinator for the Shire of Leonora is the **Team Leader from the Kalgoorlie** Department of Communities Office. Their contact details can be found in the Contacts and Resources section.

LOCAL WELFARE LIAISON OFFICER

The Local Welfare Liaison Officer is appointed by the local government to coordinate welfare response during emergencies and to liaise with the Local Welfare Coordinator. This role will provide assistance to the Local Welfare Coordinator, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

The Shire of Leonora appointed Local Welfare Liaison officer **XXXXXXXXXX**.

REGISTER.FIND.REUNITE

Where a large-scale emergency occurs and people are evacuated or become displaced, one of the areas Department of Communities has responsibility for is recording who has been displaced and placing the information onto a National Register. This allows friends and relatives to locate each other. The Department of Communities has an arrangement in place with the Red Cross to assist with the registration process.

WELFARE CENTRES

It is the responsibility of the Hazard Management Agency/Controlling Agency, in consultation with the Local Government, and the Department of Communities to determine when and where a Welfare Centre will be established. In the first instance the Local Government may open and run the centre, and the Department of Communities may assume control at a later date depending on the duration of the event. The Shire of Leonora will have representation at each of the centres to provide support to the Department, including centres opened in neighbouring communities. It is essential that the Dept of Communities is notified early to ensure early activation of teams and also notification that expenditure may be incurred.

EVACUATION/WELFARE CENTRES

EVACUATION/WELFARE CENTRES	CONTACT	CONTACT PHONE	ALTERNATIVE /MOBILE
Leonora Recreation Centre (96 Tower St)	Shire of Leonora	08 9037 6044	0428 118 220
Leinster Town Hall (Link Rd)	Shire of Leonora (Tanya Loughnane)	08 9026 5383	0438 763 451
Leinster Single Persons Quarters (cnr Mansbridge St & Link Rd)	Shire of Leonora (Tanya Loughnane)	08 9026 5383	0438 763 451
Leinster Town Oval (Link Rd)	Shire of Leonora (Tanya Loughnane)	08 9026 5383	0438 763 451

Functional areas of Welfare Coordination include;

- Emergency Accommodation
- Emergency Catering
- Emergency clothing and personal requisites
- Personal support services
- Registration and reunification
- Financial assistance

Opening and Coordination of Welfare Evacuation Centres

The Department of Communities (Communities) has legislated responsibility under WA Emergency Management Arrangements for the coordination and provision of services to evacuated community members during and after an emergency/disaster.

In many cases this will require the opening of a Welfare Evacuation Centre (Evacuation Centre) to provide evacuees with a safe place to relocate to, until they are able to return home or find alternative safe places.

There is a provision under WA Emergency Management Arrangements for the Local Government in the area affected by the emergency/disaster to take the lead role in the coordination and operation of the Evacuation Centre, until such time as Communities are able to arrive at the centre and assume responsibility for coordination and service provision.

The Controlling Agency, together with the Local Government and Department of Communities will determine when and where the opening of an evacuation centre may be required. If not present, the Dept of Communities should be contacted immediately and advised of the decision to stand up the evacuation centre.

Local government staff or LEMC members may be asked to open a Welfare Centre and manage it until Department of Communities staff arrive. A Guide and Checklist has been provided by the Department of Communities to assist with this process.

The LG staff or LEMC members will provide a handover to Communities staff on their arrival at the Evacuation Centre. Communities may require assistance with coordinating of tasks, such as provision of food etc.

The Shire of Leonora will negotiate agreements with food provision services in town for the after-hours supply of food and drinks in the event of an emergency. Please refer to the Catering and Meals within the Contacts and Resources section for contact details.

SHIRE EMERGENCY ACTIVATION KITS

Two emergency activation kits will be prepared, which contain a number of resources and forms required for the operation of an evacuation centre. The kits are located at the following venues

- Shire of Leonora Administration Office

A copy of this LEMA and the activation kits in both hardcopy and electronic copy (USB) are also in the activation kits.

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SECTION SIX

RECOVERY PLAN

The Shire of Leonora**Recovery Plan**

Recovery Coordinator: *Shire President*
Peter Craig – 0418 950 572

Deputy Recovery Coordinator: *Deputy Shire President*
Ross Norrie – 0409 377 386

Endorsed at LEMC: *Date*

Endorsed at Council: *Date and resolution number*

1. INTRODUCTION

Recovery

The Shire of Leonora Local Recovery Plan has been prepared by the Shire of Leonora Local Emergency Management Committee to reflect the capacity of the Shire and to address the Shire's legislative responsibility under Section 36(b) and Section 41(4) of the Emergency Management Act 2005 and the Emergency Management Regulations 2006.

This recovery plan forms part of the Shire of Leonora Local Emergency Management Arrangements (LEMA).

Authority

The local recovery plan has been prepared in accordance with the requirements of the Emergency Management Act 2005 [s.41 (4)] and State Emergency Management Policy Chapter 6, Westplan Recovery Coordination.

Objectives:

The objectives of this plan are to:

- Describe the roles, responsibilities, available resources and procedures for the management of recovery from emergencies for the Shire of Leonora;
- Establish a basis for the coordination of recovery activities at the local level;
- To promote effective liaison between all Hazard Management Agencies (HMA), emergency services and supporting agencies, which may become involved in recovery management;
- Provide a framework for recovery operations for the Shire of Leonora

Scope:

The scope of this recovery plan is limited to the boundaries of the Shire of Leonora. It details general recovery arrangements for the community and does not in any way detail how individual organisations will conduct recovery activities within their core business areas.

2. ROLES AND RESPONSIBILITIES

Local Recovery Coordinator

The Local Recovery Coordinator (LRC) is responsible for the development and implementation of the recovery management arrangements for the local government.

The Shire of Leonora has appointed officers and key personnel to lead the community recovery process in accordance with the requirements of the Emergency Management Act, Section 41(4). The Shire of Leonora may appoint more than one person to the position of LRC by appointing and training more than one person to undertake the role of the LRC, coverage is assured in the event the primary appointee is unavailable when an emergency occurs.

Role

The Local Recovery Coordinator is responsible for the development and implementation of recovery management arrangements for the local government, in conjunction with the Local Recovery Coordinating Group.

Functions

- Ensure the Local recovery Plan is established;
- Liaise with the Controlling Agency, including attending the Incident Support Group and Operations Area Support Group meetings;
- Assess the community recovery requirements for each event, in conjunction with the HMA, Local Emergency Coordinator (LEC) and other responsible agencies;
- Provide advice to the Shire President and Chief Executive Officer (CEO) on the requirement to convene the Local Recovery Coordination Group (LRCG) and provide advice to the LRCG if convened;
- Ensure the functions of the Executive Officer are undertaken for the LRCG;
- Assess for the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate;
- Determine the resources required for the recovery process in consultation with the LRCG;
- Coordinate local level recovery activities for a particular event, in accordance with plans and strategies determined by the LRCG;
- Monitor the progress of recovery and provide periodic reports to the LRCG and the State Recovery Coordinating Group (SRCG) if established;
- Liaise with the SRC on issues where State level support is required or where there are problems encountered with services from government agencies locally;
- Facilitate the acquisition and appropriate application of the resources necessary to ensure an effective recovery program;
- Ensure the recovery activities are consistent with the principles of community engagement;
- Arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the recovery arrangements;
- Arrange for an evaluation of the effectiveness of the recovery activities in relation to the recovery plan, within 12 months of the emergency.

The above can be read in conjunction with the Aide Memoire – Local Recovery Coordinator local level recovery arrangements provided by the State Emergency Management Committee. - [APPENDIX 6B: AIDE MEMOIRE LOCAL RECOVERY COORDINATOR](#)

Local Recovery Coordination Group (LRCG)

The LRCG is responsible for the overall coordination of community recovery following an emergency event. The LRCG may, depending upon the scale and type of event, form subcommittees with specific responsibilities each reporting to the LRCG. The makeup of the LRCG or any respective subcommittees will be determined by the scale of the event. The LRCG and subcommittees will change over time.

Role

The role of the Local Recovery Coordinating Group (LRCG) is to coordinate and support local management of the recovery process within the community.

Functions

- Establishing subcommittees as required;
- Assessing requirements based on the impact assessment, for recovery activities relating to the social, built, economic and natural wellbeing of the community with the assistance of the responsible agencies where appropriate;
- Developing an operational plan for the coordination of the recovery process for the event that:
 - takes account of the local government long term planning goals;
 - includes an assessment of the recovery needs and determines which recovery functions are still required;
 - develops a timetable and identifies responsibilities for completing the major activities;
 - considers the needs of youth, the aged, the disabled and culturally and linguistically diverse (CALD) people;
 - allows full community participation and access; and
 - allows for the monitoring of the progress of recovery.
- Overseeing the delivery of projects that support social, built, economic and natural environments of recovery to ensure they are community owned and targeted to best support the recovery of affected communities;
- Facilitating the provision of services, public information, information exchange and resource acquisition;
- Providing advice to the State and Local Government/s to ensure recovery programs and services meet the needs of the community;
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies;
- Monitoring the progress of recovery, and receiving periodic reports from recovery agencies;
- Ensuring a coordinated multi-agency approach to community recovery by:
- Providing central point of communication and coordination for the actions of a wide range of recovery-related services and projects being progressed outside the direct control of the committee;
- Making appropriate recommendations, based on lessons learned to the LEMC to improve the community's recovery preparedness.

Management Handbook 2 "Community Recovery" for details on the principles, and methodologies for effective recovery management which may assist the local recovery coordination group.

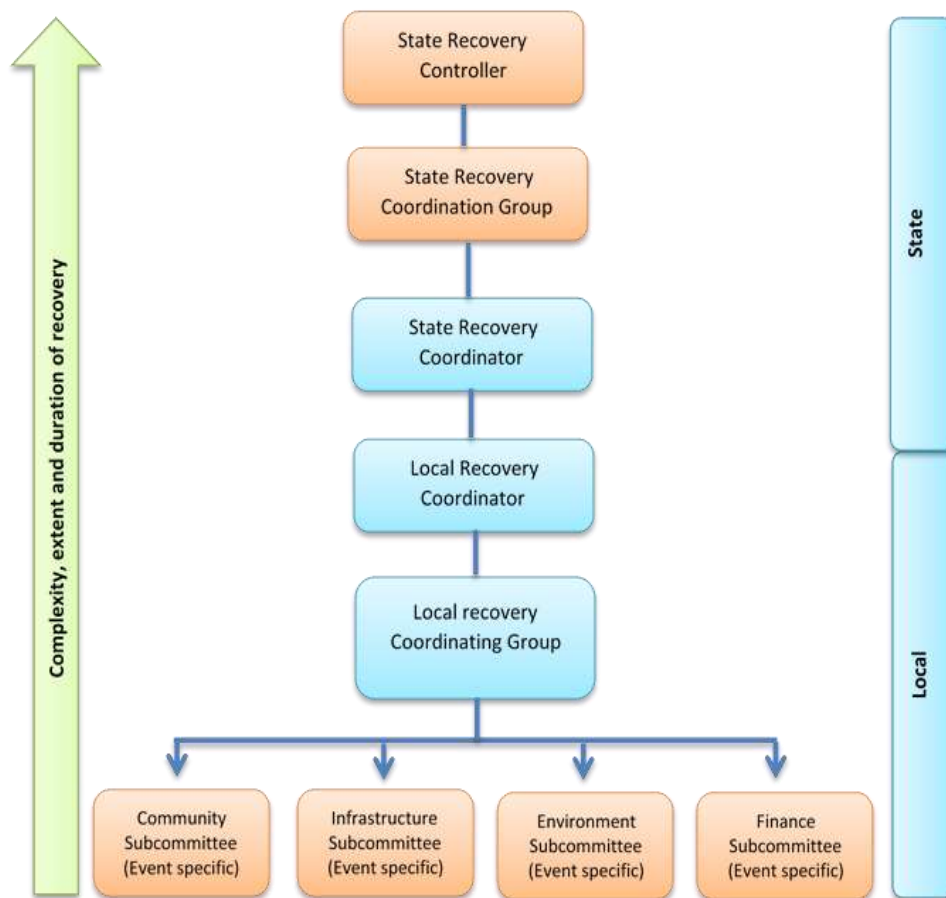
Controlling Agency Hazard Management Agency

The Controlling Agency/ HMA with the responsibility for the response to an emergency will initiate recovery activity during the response to that emergency. To facilitate recovery, the Controlling Agency/ HMA will:

- Liaise with the Local Recovery Coordinator where the emergency is occurring and include them in the incident management arrangements including the Incident Support Group and the Operations Area Support Group;
- Undertake and initial impact assessment for the emergency and provide that assessment to the Local Recovery Coordinator and the State Recovery Coordinator;
- Coordinate completion of the Impact Statement, prior to cessation of the response, in accordance with the approved procedure, and in consultation with the Incident Support Group, all affected local governments and the State Recovery Coordinator;
- Provide risk management advice to the affected community (in consultation with the HMA).

State Recovery Coordinator

In conjunction with the local government/s, the State Recovery Coordinator is to consider the level of state involvement required, based on a number of factors pertaining to the impact of the emergency. For a list of criteria to be considered as triggers for escalation, refer to Appendix G of the State EM Plan. The capacity of the local government to manage the recovery, the number of local governments affected, and the complexity and length of the recovery are likely to be critical factors.

Recovery Structure State and Local

3. COMMENCEMENT OF RECOVERY

Local Recovery Coordinator:

The immediate involvement of the Local Recovery Coordinator (LRC) in any Incident Support Group (ISG) will ensure that recovery starts while response activities are still in progress, and key decisions taken during the response phase are able to be influenced with a view to recovery. The LRC may also attend the Incident Management Team (IMT) as an observer for further situational awareness.

The LRC shall:

- Align response and recovery priorities
- Connect with key agencies
- Understand key impacts and tasks. Have input into the development of the Impact statement that will be used when the incident is transferred from response to recovery.
- Identify recovery requirements and priorities as early as possible.
- Establish a Local Recovery Committee, and any sub committees as required.

The Controlling Agency:

The Controlling Agency with responsibility for the response to an emergency will initiate recovery activity during the response to that emergency. To facilitate recovery, it will;

- Liaise with the local recovery coordinator and include them in the incident management arrangements including the Incident Support Group or Operational Area Support Group.
- Undertake an initial impact assessment for the emergency and provide that assessment to the local recovery coordinator and the State recovery coordinator
- Coordinate completion of the Impact Statement, prior to cessation of the response, in accordance with the approved procedure (State EM Recovery Procedure 4) and in consultation with the ISG, the affected local government/s and the state recovery coordinator.
- Provide risk management advice to the affected community.
- Complete an Impact Statement document.

Local Recovery Coordination Group:

Where required, the LRC shall form a Local Recovery Coordination Group which shall consist of, as a guide, the following:

Core Recovery Group:

(Function – recovery planning, activation of plan, support Local recovery coordinator to manage the recovery process. The core group is usually made up of local government elected members and administration staff)

Position	Primary	Alternate
Chair	Shire President	Deputy Shire President
Local Recovery Coordinator	Shire President	Deputy Shire President
Deputy Recovery Coordinator	Deputy Shire President	Manager of Works
Administrative support	CEO Executive Officer	Reception/Accounts Officer
Communications officer	Deputy Chief Executive Officer	Reception/Accounts Officer
Any other LG officers as required ie financial /officer/Manager of Works	Senior Administration Officer	

Co-opted members:

(Function – these members would be co-opted as required to provide agency specific or expert advice and resources to assist the recovery process.)

Hazard Management Agency or Controlling Agency	DFES, WA Police
Essential services	Telstra, Water Corp, Main Roads, Horizon Power
Welfare agencies	Dept. of Communities, Red Cross, Salvation Army, local welfare services
Financial services	Centrelink, Development Commissions, Insurance providers, Chamber of Commerce
Dept of Health	
Dept of Education	
Dept of Transport	
Dept of Primary Industries & Regional Development	
Dept of Biodiversity, Conservation & Attractions	
St John Ambulance	
Community Groups	Rotary Club, Lions Club, CWA
Culturally and Linguistically Diverse (CaLD) group representatives	
Non-Government Organisations	

Subcommittees:

(Function – sub committees may be formed to assist the recovery process by considering specific priority areas)

Core priority areas that may require the formation of a subcommittee include;

- Finance Subcommittee
- Infrastructure Subcommittee
- Community Subcommittee
- Environmental Subcommittee

Please refer to [APPENDIX 6A: SUB COMMITTEES – OBJECTIVES](#) for objectives and Terms of Reference for these four subcommittees should they need to be activated quickly.

Priorities for Recovery:

Disasters can deeply impact lives and livelihoods. Working with communities recovering from disasters is complex and challenging. These principles are a way to guide our efforts, approach, planning and decision-making.

Planning for recovery is integral to emergency preparation and mitigation actions may often be initiated as part of recovery.

Disaster recovery includes built, environment and economic elements, all contributing to individual and social wellbeing.

The Shire of Leonora aligns its priorities for recovery to the National Principles for Disaster Recovery.

While all the principles are equally critical to ensure effective recovery, understanding the local and broader context and recognising complexity is foundational.

Understand the CONTEXT	Successful recovery is based on an understanding of the community context, with each community having its own history, values and dynamics.
Recognise COMPLEXITY	Successful recovery is responsive to the complex and dynamic nature of both emergencies and the community.
Use COMMUNITY-LED approaches	Successful recovery is community-centred, responsive and flexible, engaging with community and supporting them to move forward.
COORDINATE all activities	Successful recovery requires a planned, coordinated and adaptive approach, between community and partner agencies, based on continuing assessment of impacts and need.
COMMUNICATE effectively	Successful recovery is built on effective communication between the affected community and other partners.
Recognise and Build CAPACITY	Successful recovery recognises supports and builds on individual, community and organisational capacity and resilience.

Assessment and Operational Recovery Planning:

It is essential that an assessment of the recovery and restoration requirements be conducted as soon as possible after the impact of the event. This assessment will be based on the Impact Statement data provided by the Controlling Agency.

Depending upon the extent of the restoration and reconstruction required, the Local Recovery Coordinator and Local Recovery Coordinating Group should develop a specific Operational Recovery Management Plan setting out the recovery process to be implemented. For an Operational Recovery Plan template refer to [Appendix 6 B: Operational Recovery Plan template](#)

4. RESOURCESRecovery Resources:

The Local Recovery Coordinator for the Shire of Leonora is responsible for determining the resources required for recovery activities in consultation with the Controlling Agency/Hazard Management Agency and Support Organisations.

The Shire of Leonora resources are identified in the Contacts and Resources Register. The Local Recovery Coordinator (LRC) is responsible for coordinating the effective provision of activities, resources and services for the Shire of Leonora should an emergency occur.

The following table identifies suitable Local Recovery Coordination Centres in the local government area.

Centre Name	Address	Capacity and available resources	Contacts.
JG Epis Centre	Tower Street, Leonora	Multiple Offices, Three Training Rooms, one large meeting room, Steady Internet connection with servers and printing capabilities	Leonora CRC 9037 7521 Shire Office 9037 6044

Financial Arrangements:

The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the asset owner, who needs to understand the level of risk and have appropriate mitigation strategies in place.

Through the Disaster Recovery Funding Arrangements – WA (DFRA-WA), the State Government provides a range of relief measures to assist communities in recovering from an eligible natural event. The Shire of Leonora will make claims for recovery activities where they are deemed eligible under DFRA.

More information regarding DRFA is available from the State Emergency Management Committee web page - link - <https://www.dfes.wa.gov.au/recovery/Pages/default.aspx>

DFES, as the State Administrator, may activate DRFA-WA for an eligible event if the estimated cost to the State of eligible measures is anticipated to exceed the Small Disaster Criterion (currently set at \$240,000).

Financial Preparation:

The Shire of Leonora will take the following actions to ensure they are prepared financially to undertake recovery activities should the need arise. These actions include:

- Understanding and treating risks to the community through an appropriate risk management process;
- Ensuring assets are recorded, maintained and adequately insured where possible;
- Establishing a cash reserve for the purpose where it is considered appropriate for the level of risk;
- Understanding the use of section 6.8(1) (b) or (c) of the Local Government Act 1995. Under this section, expenditure not included in the annual budget can be authorised in advance by an absolute majority decision of the Council, or by the mayor or president in an emergency and then reported to the next ordinary meeting of the Council;
- Understanding the use of section 6.11(2) of the Local Government Act 1995 to utilise a cash reserve established for another purpose, subject to one month's public notice being given of the use for another purpose. Local Government Financial Management Regulations 1996– regulation 18(a) provides and exemption for giving local public notice to change the use of money in a reserve where the mayor or president has authorised expenditure in an emergency. This would still require a formal decision of the Council before money can be accessed.
- Understanding the use of section 6.20(2) of the Local Government Act 1995 to borrow funds, subject to one month's local public notice of the proposal and exercising of the power to borrow by an absolute majority decision of the Council;
- Ensuring an understanding of the types of assistance that may be available under the Disaster Recovery Funding Arrangements- WA (DRFA-WA), and what may be required of local government in order to gain access to this potential assistance.
- Understanding the need to manage cash flow requirements by making use of the option of submitting progressive claims for reimbursement from DRFA, or Main Roads WA.

Managing Donations:

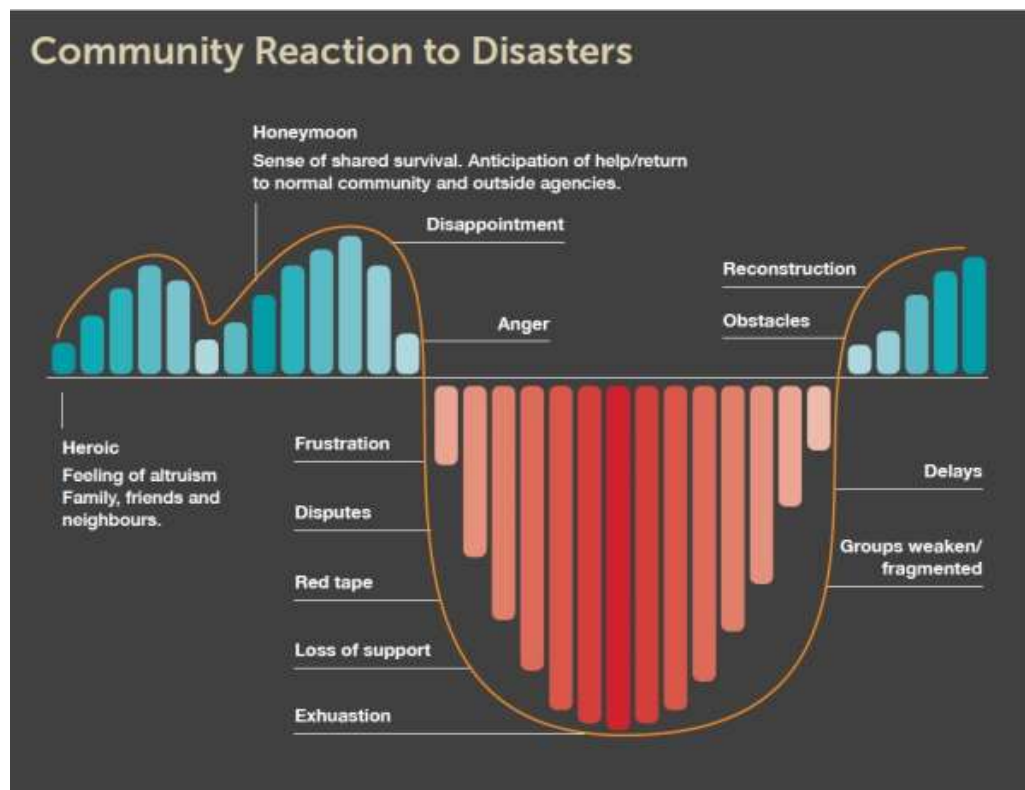
Organisations wishing to establish public appeals for cash donations should use the Lord Mayors Distress Relief Fund managed by the City of Perth, as detailed in the State EM Recovery Procedure1– Management of Public Fundraising and donations. NOTE: Appeals for donations of physical items such as food and furniture should be discouraged unless specifically requested by the Local Recovery Coordination Group. In all instances cash donations should be encouraged with prospective donors directed to the Lord Mayor's Distress Relief Fund.

5. COMMUNITY REACTIONS

It is important to understand the common reactions that individuals and the affected community as a whole, move through, when they are touched by an emergency.

Understanding the psychosocial impacts of emergencies can provide insight to assist people get back on their feet and to re-establish their post-emergency life.

The below diagram illustrates the four-stage cycle of emotions that people are likely to experience after being impacted by an emergency. This process is indicative only. It should not be read as a sequential process, but as a guide to help anticipate predictable challenges in the recovery stage



It is important that all recovery communications are mindful of the cycle detailed above. By understanding this, recovery communications can be carefully tailored for the community as they move through each phase.

6. THE NATIONAL PRINCIPLES FOR DISASTER RECOVERY

The National principles for Disaster Recovery (AIDR Community Recovery Handbook 2, 2018), are guidelines of good practice and should underpin planning and operations within local emergency management frameworks.

Successful recovery relies on:

- understanding the context.
- recognising complexity.
- using community-led approaches.
- ensuring coordination of all activities.
- employing effective communication.
- acknowledging and building capacity.

Understanding the context - Successful recovery is based on an understanding of the community context.

Recovery should:

- appreciate the risks faced by communities;
- acknowledge existing strengths and capacity, including past experiences;
- be culturally sensitive and free from discrimination;
- recognise and respect differences; and
- support those who may be more vulnerable; such as people with disabilities, the elderly, children and those directly affected

Recognising complexity – successful recovery acknowledges the complex and dynamic nature of emergencies and communities.

Using community-led approaches - successful recovery is responsive and flexible, engaging communities and empowering them to move forward.

Ensuring co-ordination of all activities - successful recovery requires a planned, coordinated and adaptive approach based on continuing assessment of impacts and needs. Recovery should:

Employing effective communication - successful recovery is built on effective communication with affected communities and other stakeholders.

Acknowledging and building capacity - successful recovery recognizes, supports and builds on community, individual and organizational capacity.

The complete National Principles for Disaster recovery can be found at <https://knoweldge.aider.org.au/resources/national-principles-disster-recvoery>

7. ACTIONS AND STRATEGIES

To assist the Local Recovery Coordinator and the Local Recovery Coordinating Group a listing of recovery activities that may be undertaken together with suggested strategies has been provided. The list is not exhaustive but meant as a prompt to initiate discussion and planning.

Activities:

- One Stop Shop
- Short Term Accommodation
- Counselling
- Establish and managing emergency financial relief schemes
- Surveying and assessing the damage to public and private property
- Repairing and/or replacing public utilities, services and assets
- Assisting with the repair or replacement of private property
- Initiating programs to stimulate community morale and economic growth
- Managing environmental rehabilitation programs
- Coordinating recovery and research agencies
- Revision of Land Use/ Planning schemes

Strategies:

Community Involvement Strategies

- Maximise the use of local resources, groups and individuals
- Promote prior community awareness and education
- Involve people in their own and their community recovery
- Maintain continuous liaison between emergency teams, volunteer groups and community organisations
- Create opportunities for local decision making
- Ensure self-determination in restoration planning
- Maintain a co-operative relationship between volunteers and imported specialists
- Use local suppliers
- Empower the community as quickly as possible

Recovery Information Strategies

- Provide regular updates on –
- current state & extent of the disaster,
- actual and proposed official response
- desired community response
- advice to isolated families
- Ensure everybody has an understanding of the situation and the opportunity for personal counselling
- Provide for advocacy by agencies and organisations
- Information may be made available to the public using a combination of the methods such as;
- One Stop Shop
- Door Knocks
- Out Reach Programs
- Information Sheets and or/ Community Newsletters

Recovery Assistance Strategies

- Provide for special needs of aged, ethnic, children etc
- Make food, shelter, clothing, health and emergency finance available immediately.
- Deliver services in a simple & caring manner with minimal disruption to existing processes
- Ensure welfare centre cater for privacy and individual care
- Ensure emergency workers receive ongoing support, debriefing, relief and rest
- Maximise financial aid and minimise material aid

Accountability Strategies

- Ensure the affected community is involved in the allocation and distribution of material and financial resources
- Assist the community in ensuring there is accountability in the use of resources

Strategies for Grants, Loans and Gifts

- Ensure there is community involvement in determining criteria
- Communicate entitlement criteria for financial support & grants immediately
- Alterations to criteria must be communicated clearly to the community
- Consider non-English speaking groups in designing information for grants
- Maintain confidentiality

Strategies to Maintain Family Cohesion

- Keep families together during evacuation and resettlement
- Ensure all policies and processes support the family's ability to recover

APPENDIX 6A: SUB COMMITTEES – OBJECTIVES

Committee	Objectives
Community (or Social) Subcommittee Objectives	<ul style="list-style-type: none"> • To provide advice and guidance to assist in the restoration and strengthening of community well-being post the event • To facilitate understanding on the needs of the impacted community in relation to community wellbeing • To assess and recommend priority areas, projects, and events to assist with the recovery process in the immediate and short-term regarding the restoration and strengthening of community wellbeing • To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration and strengthening of community wellbeing • To ensure the affected community is informed and involved in the recovery processes so actions and programs match their needs.
Environment (or Natural) Subcommittee Objectives	<ul style="list-style-type: none"> • To provide advice and guidance to assist in the restoration of the natural environment post the event • To facilitate understanding of the needs of the impacted community in relation to environmental restoration • To assess and recommend priority areas, projects and community education to assist with the recovery process in the immediate and short-term regarding the restoration of the environment including weed management and impacts on wildlife • To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration of the natural environment in the medium to long term.
Infrastructure (or Built) Subcommittee Objectives	<ul style="list-style-type: none"> • Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate • To provide advice and assist in the coordination of the restoration of infrastructure assets and essential services damaged or destroyed during the emergency • To assess and recommend priority infrastructure projects to assist with the recovery process in the immediate and short, medium and long term.
Finance (or Economic) Subcommittee	<p>To make recommendations to the Lord Mayor's Distress Relief Fund (LMDRF) on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.</p> <ul style="list-style-type: none"> • The development of eligibility criteria and procedures by which payments from the LMDRF will be made to affected individuals which: <ul style="list-style-type: none"> ○ ensure the principles of equity, fairness, simplicity and transparency apply ○ ensure the procedures developed are straightforward and not onerous to individuals seeking assistance ○ recognise the extent of loss suffered by individuals ○ complement other forms of relief and assistance provided by government and the private sector;

- recognise immediate, short, medium and longer term needs of affected individuals
 - ensure the privacy of individuals is protected at all times.
- Facilitate the disbursement of financial donations from the corporate sector to affected individuals, where practical.

To make recommendations to the Lord Mayor's Distress Relief Fund (LMDRF) on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.

APPENDIX 6B: AIDE MEMOIRE LOCAL RECOVERY COORDINATOR

Government of Western Australia
State Emergency Management Committee

AIDE MEMOIRE LOCAL RECOVERY COORDINATOR LOCAL LEVEL RECOVERY ARRANGEMENTS

Additional information on the Local Recovery Coordinator can be found in the **EM Act**, Section 41(4); **State EM Policy/Plan**, Section 6; and **State EM Local Recovery Guidelines**

Nomination and role of a Local Recovery Coordinator

Local governments are to nominate a suitably skilled Local Recovery Coordinator (LRC) in their Local Emergency Management Arrangements. More than one person should be appointed and trained in case the primary LRC is unavailable during an event. The LRC is responsible for the development and implementation of recovery arrangements, including:

- **consideration of potential membership of the Local Recovery Coordination Group (LRCG) prior to an event occurring**
- preparation, maintenance and testing of the Local Recovery Plan in conjunction with the local government for endorsement by the Council of the Local Government
- coordination and promotion of community awareness of the recovery arrangements
- community engagement in recovery arrangements and increasing community involvement in recovery preparedness, awareness and resilience.

Local Recovery Coordinator functions during Response

- liaise with the HMA/Controlling Agency (CA) and District Advisor (DA), and attend (or nominate a Local Government Liaison Officer or CEO) the Incident Support Group and/or Operations Area Support Group meetings
- advise Mayor, Shire President and Chief Executive Officer on the requirement to convene the LRCG, including suggested membership that is event specific
- meet with agencies involved with recovery operations to determine actions
- ensure receipt of Initial Impact Assessment from CA
- determine the level of State involvement in the recovery effort, in conjunction with the local government, LRCG and State Recovery Coordinator (SRC)
- **coordinate local recovery arrangements in conjunction with the LRCG, CA, Local Emergency Coordinator and other responsible agencies, if applicable.**

Local Recovery Coordinator functions during Recovery

- In consultation with the DA, assess the LRCG requirements and resources for the restoration of services and facilities planned with assistance of responsible agencies
- monitor the progress of recovery and provide periodic reports to LRCG that includes: fatigue management (self/others); and communications are accurate, timely and planned
- in conjunction with the local government, ensure that any State-level recovery coordination operates only to ensure that the affected community has equitable and appropriate access to available resources
- ensure recovery projects that support the social, built, economic and natural recovery environments are community-led and targeted to best support affected communities
- provide a central point of communication and coordination for the wide range of recovery related services and projects being progressed outside of the LRCG
- make appropriate recommendations, based on lessons learnt, to the Local Emergency

Management Committee to improve the community's recovery preparedness.

- arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the recovery arrangements
- arrange for an evaluation of the effectiveness of the recovery activities in relation to the Local Recovery Plan, which should be reviewed within 12 months of the emergency
- ensure the Local Recovery Plan is practical and easily accessible by community/public.

Local Recovery Coordination Group – role and functions

The LRCG is the strategic decision-making body for recovery. Key functions are:

- assess impact of event and coordinate activities to rebuild, restore and rehabilitate the social, built, economic, natural and psychosocial wellbeing of the affected community
- ensure inclusion and recovery issues of special needs people/groups are addressed
- if the Disaster Recovery Funding Arrangements – WA (DRFA-WA) have been activated for the event: ensure an assessment of damage is undertaken; and be aware of process requirements for eligible assistance measures (contact DRFA-WA officers for advice)
- manage offers of assistance, including volunteers, services and donated money.
- if the Lord Mayor's Distress and Relief Fund (LMDRF) is activated, consult with the City of Perth regarding the eligible criteria and procedures by which LMDRF payments will be made to affected individuals, as the process *commences* through the local government
- assume administrative tasks: agenda, minutes, reports, finances, recordkeeping, etc.
- coordinate with CA on completion of the Comprehensive Impact Assessment
- assess recovery requirements, based on the impact assessment/s, within the four environments: social (including psychosocial), built, economic and natural
- establish LRCG subcommittees, across the four environments: social (community), built (infrastructure), economic and natural (environment) subcommittees, or as required
- for extensive reconstruction work, develop an event specific Operational Recovery Plan that includes: timeframes, responsibilities, completing major activities, full community participation and access, and considers the longer-term recovery needs and requirements
- negotiate and facilitate the provision of services, public information, information exchange and resource acquisition
- monitor the progress of recovery and receive periodic reports from recovery agencies.

Alignment with the national principles for disaster recovery

Ensure recovery activities are consistent with the national principles for disaster recovery:

- | | |
|---------------------------------------|---------------------------------------|
| • understand the context | • coordinate all activities |
| • recognise complexity | • communicate effectively |
| • use community-led approaches | • recognise and build capacity |

Effective recovery communication and community engagement A “Checklist for the LRC and LRCG” which includes information on communicating in recovery and community engagement can be found in Attachment A.

ATTACHMENT A

LOCAL RECOVERY COORDINATOR/COORDINATION GROUP CHECKLIST(Please note **timeframes are a guide only** and the listing is not exhaustive)

Task Description	Complete
Within 12-24 hours	
Contact and alert key local/agency contacts, including Incident Controller and DA.	
Liaise with Controlling Agency (CA) and participate (or nominate the Local Government Liaison Officer or CEO) in the Incident Support Group and/or Operations Area Support Group.	
Identify special needs and vulnerable people such as: youth, the aged, the disabled, Aboriginal people, culturally and linguistically diverse (CaLD) people, and isolated and transient people.	
Consider fatigue management for self and recovery staff (contact EM agencies for advice/support)	
Consider what support is required, such as resources to maintain records of events and actions.	
Brief media on the recovery, ensuring accurate and consistent messaging (use the local government's media arrangements, or seek advice and support from recovery agencies).	
Within 48 hours	
LRC to ensure receipt of the initial impact assessment from the CA.	
LRC and local government to determine the need to convene a LRCG and brief members.	
In conjunction with the State Recovery Coordinator, the LRC and local government are to participate in the determination of the level of State involvement in the recovery effort.	
Meet with agencies involved with recovery operations to determine priority actions.	
Develop and implement an event specific Communication Plan, including public information, appointment of a spokesperson and the local government's internal communication processes.	
Manage offers of assistance, volunteers and donated money. Liaise with the City of Perth's Lord Mayor's Distress and Relief Fund (LMDRF), if activated, on eligible criteria and procedures for payments to affected individuals. The procedures commence through the local government. Refer to the <i>State EM Local Recovery Guidelines, Appendix Seven</i> for the criteria and procedures.	
Activate outreach program to meet immediate needs and determine ongoing needs. Consider the need for specialist counselling, material aid, accommodation, financial assistance and social, recreational and domestic facilities (liaise with the Department of Communities).	
Report on likely costs and impact of recovery activities and establish a system for recording all recovery expenditure (such as keeping all receipts and providing timesheets for paid labour).	
Consider setting up a call centre with prepared responses for frequently asked questions (FAQ). Place the collated FAQs on the local government's website or link for the disaster event, and/or printed materials, as appropriate (choose suitable medium/s for various audiences).	
Within 1 week	
Participate in consultation for completion of Comprehensive Impact Assessment by the CA.	
Establish LRCG subcommittees, if needed, based on the 4 environments: social, built, economic and natural, and determine functions and membership. Refer to the <i>State EM Local Recovery Guidelines, Appendix Seven: Sample Recovery Subcommittee Role Statements</i> .	
Depending on extent of the damage, the LRC and LRCG should develop an Operational Recovery Plan which determines the objectives, recovery requirements, governance arrangements, resources and priorities that is specific to the event. Refer to the <i>State EM Local Recovery Guidelines, Appendix Six: Operational Recovery Plan Template</i> .	
If the event has been proclaimed an eligible natural disaster under the Disaster Recovery Funding Arrangements – WA, be aware of process requirements for eligible assistance measures.	
Liaise with DA and recovery agencies to coordinate local management of recovery process.	

Task Description	Complete
Within 1 to 12 months (or longer-term recovery) cont.	
Promote community engagement in recovery planning including involvement in the development of the Local Recovery Plan, which may also improve confidence in recovery and generate a sense of ownership for the Plan, as well as increasing recovery awareness.	
Ensure the completed Local Recovery Plan clearly identifies recovery and operational arrangements such as: any agreements made between local governments or emergency management; roles; responsibilities; and records of all recovery expenditure and resources used.	
Determine longer-term recovery strategies that include psychosocial support.	
Debrief recovery agencies and staff.	
Implement transitioning to mainstream services in consultation with the local government or the State Recovery Coordinator, if applicable.	
Evaluate effectiveness of recovery within 12 months of the emergency, including: <ul style="list-style-type: none"> lessons identified and implementation of projects/plans/training to address the lessons developing recovery strategies/programs/training and education, in consultation with the community, that strengthens community preparedness and resilience for future events. 	
Recovery communication and community engagement – throughout the recovery effort	
Effective recovery communication addresses, at a minimum: <ul style="list-style-type: none"> the how: community meetings, printed materials, noticeboards, websites, social media, etc. the who: wide variety of groups, including special needs groups the what: what has happened, what are the issues, what services/information are available the where: provide information any place where people spontaneously/normally congregate. 	
Set-up relief, recovery centres/one stop shops, that provide the community access to all recovery services for the short, medium or long term. These services provide the opportunity for face-to-face information and resources, as well as a central repository for up-to-date local, community and agency specific information, outreach programs, etc.	
Arrange community initiatives, or accommodate and support community-led initiatives, such as: <ul style="list-style-type: none"> community information forums, or neighbourhood or community meetings which can include congregations of sporting, spiritual, recreational and school groups community or social events, street/neighbourhood barbeques, memorials, anniversaries a central website with links to relevant government and non-government service information; establish email networks; and the provision of social media. 	
Plan and implement a Community Engagement Strategy, using the following as a basic guide: <ul style="list-style-type: none"> establish a target audience: consider demographics, groups and networks determine matters to be communicated: what information is needed <i>from</i> the community and what information is needed to be provided <i>to</i> the community methods of communication: consider appropriate methods/mediums for various audiences. 	
Establish, or support, community briefings, meetings and information in the recovery context that provide: <ul style="list-style-type: none"> clarification of the emergency event (Controlling Agency) advice on services available (recovery agencies) input into development of management strategies (local government and recovery agencies) advice to affected individuals on how to manage their own recovery, including the provision of public health information and psychosocial support (local government, specialist advisers, and government agencies such as the Department of Communities). 	
Arrange community meetings and recovery information forums, with clear objectives and purpose, which help in providing information, gathering concerns, dispelling rumour, correcting misconceptions, and raising the profile of the recovery effort. For public meetings, consider: <ul style="list-style-type: none"> the patronage, agenda, process of conducting the meeting, speakers, subject matter, 	

- complaint process, strategies to deal with, and follow up, concerns or complaints
- have representatives from EM disciplines to give factual information
 - psychosocial issues
 - appropriate communication strategies for special needs and vulnerable people and groups.

APPENDIX 6C: OPERATIONAL RECOVERY PLAN TEMPLATE

Shire of Leonora

Operational Recovery Plan

Emergency Type and location:**Date emergency occurred:****Section 1 – Introduction**

Incident description

Purpose of this plan

Authority

Section 2 – Assessment of recovery requirements

Details of loss and damage: (Refer Comprehensive Impact Assessment)

Residential:

Commercial:

Industrial:

Transport:

Essential Services: *(include State and local government infrastructure)*

Estimates of damage costs:

Temporary accommodation requirements: *(includes evacuation centres)*

Additional personnel requirements:

Human services: *(personal and psychological support requirements)*

Other health issues:

Section 3 – Organisational Aspects

Details of the composition, structure and reporting lines of the groups/committees and subcommittees set up to manage the recovery process:

Details of inter-agency relationships and responsibilities:

Details of roles, key tasks and responsibilities of various groups/committees and those appointed to various positions including Recovery Coordinator:

Section 4 – Operational Aspects

Resources available:

Resources required:

Redevelopment plans: *(includes mitigation proposals)*

Reconstruction restoration program and priorities: *(Includes estimated timeframes, the programs and strategies of government agencies to restore essential services, plans for mitigation against future impacts. Include local government program for community services restoration.)*

Financial arrangements: *(Assistance programs (DFRA-WA), insurance, public appeals and donations)*

Public information dissemination *(Key messages, methods of distribution)*

Section 5 – Administrative arrangements

Administration of recovery funding: *(Include other financial issues)*

Public appeals policy and administration *(includes policies and strategies for office and living accommodation, furniture and equipment details for additional temporary personnel)*

Section 6 – Conclusion

(Summarises goals, priorities and timetable of the plan).

Endorsed by

Chair, Local Recovery Coordination Group

Dated:

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SECTION SEVEN COMMUNICATIONS PLAN

INTRODUCTION

Communicating with an affected community is a vital part of all stages of emergency management. When threatened or impacted by an emergency, community members have an urgent need for information and direction. The provision of this information is the responsibility of the Hazard Management Agency.

When communicating with an affected community, special considerations should be given to children and youth; elderly people; people with disabilities; medically reliant persons; Aboriginal people; people who are isolated or transient; and people with Culturally and Linguistically Diverse backgrounds. A list of Groups/ Business to coordinate the contact with Vulnerable People, please refer to the [VULNERABLE PEOPLE CONTACT GROUPS](#) within the Contacts and Resources section.

It is likely that individual agencies will want to issue media releases for their areas of responsibility (e.g. Water Corporate on water issues, Western Power on power issues, etc.) however the release times, issues identified and content shall be coordinated through the ISG to avoid conflict messages being given to the public.

All Council (Local Government) medial contact must be directed to the Shire President or Chief Executive Officer.

COMMUNICATION POLICY

Management of communication in a crisis is critical. This section has been created to guide the Shire of Leonora in approaching crisis communication in a way that is structured, well- coordinated and effective.

During a crisis, this response will be led by the Local Response Coordinator (LRC) with assistance from Key members of the Local Recovery Coordination Committee (LRCC). In the management of media relations, the Local Recovery Coordination (LRCC) must seek direction from the Hazard Management Agency and the Shire of Leonora CEO and/or Shire President.

COMMUNICATION PRINCIPLES

In an emergency, communication with stakeholders must adhere to the following principals

- Timeliness - regularly updating stakeholders on the situation
- Cooperation - being responsive and considerate to enquiries, deadlines and the other needs of stakeholders
- Sensitivity - prioritising stakeholders, guarding sensitive information as needed
- Transparency - remaining honest and open about the situation and progress
- Simplicity - ensuring communication is easily understood and consistent
- Accuracy - sharing only confirmed facts, never making assumptions or giving false information
- Accountability - accepting responsibility if appropriate and reasonable.

STAKEHOLDER COMMUNICATION

If an emergency arises, a strategy will be developed that is specific to the situation and will direct the communication response. The communication strategy will be prepared by the Local Recovery Coordination (LRCC) in collaboration with the President and CEO of the Shire of Leonora.

Both internal and external communications will be directed by the strategy, which will ensure alignment with the Local Recovery Coordination (LRCC) response objectives and with the Shire of Leonora communications policy.

A well-managed and coordinated response will ensure the following occurs:

- Communication is facilitated only by those authorised to do so
- Information released is confirmed and accurate
- Communication is regular, consistent and takes into account sensitivities.

COMMUNICATING IN THE PREVENTION STAGE

Prevention is defined as “the mitigation or prevention of the probability of the occurrence of, and the potential adverse effect of, an emergency”.

The Shire of Leonora employs several practices in order to aid the prevention of emergencies and these are communicated to the public

COMMUNICATING IN THE PREPAREDNESS STAGE

Preparedness is defined as “the preparation for response to an emergency”.

Through increasing community preparedness, Emergency Management Agencies can educate stakeholders, networks and communities on potential emergency risks, impacts, and personal responsibility, therefore promoting community resilience. By doing so an EMA can;

- Raise awareness in high-risk areas about the importance of planning and preparing (i.e. for cyclones, floods and bushfires);
- Raise personal awareness of risks and the need for adequate insurance;
- Increase adoption of preparedness measures and appropriate response behaviours in high-risk areas;
- Increase understanding of how to prevent, prepare for, respond to and recover from the hazards particular communities will face.

PUBLIC WARNING SYSTEMS

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. This section highlights local communication strategies.

Local Systems

- Notice Boards
 - Shire of Leonora Notice Board
 - CRC Notice Board
 - Temporary notice boards may be erected in easy-to-access locations during emergencies.
 - Information would also be public displayed at any evacuation centres that were opened as a result of the emergency.
- Shire of Leonora Facebook
- Shire Website (www.leonora.wa.gov.au)

State Systems

During a major emergency you can also find information on;

- DFES's recorded information line
- Emergency broadcast on your local Radio Station frequency
- TV and radio news bulletins, print and online newspapers
- A staffed communication information line may be set up
- A TV crawler displaying messages at the bottom of the screen may be used.
- Standard Emergency Warning Signal (SEWS):
SEWS is a distinctive siren sound to alert the community to the broadcast of an urgent safety message relating to a major emergency or disaster. It is intended to be used as a alert signal to be played on public media such as radio, television, public address systems and mobile sirens.

In Western Australia, the broadcast of SEWS is authorised by the Department of Fire and Emergency Services, or the Regional Director of the Bureau of Meteorology for flood and weather events.

DFES Public Info line

Website www.dfes.wa.gov.au

Telephone 13 3337 (13DFES) (For emergency information only) – OR
1300 657 209 (recorded information line).

Local Radio

ABC Radio – 106.1 FM (Menzies & Laverton)

ABC Radio – 105.7 FM (Leonora & Norseman)

ABC Radio – 648 AM (Kalgoorlie)

Telephone number: 08 9093 7011

State Alert

StateAlert is a web-based system designed for Emergency Services to deliver community warnings regarding emergencies through:

- Recorded voice – Landline and mobile, and/or
- Text – mobile telephone, email and RSS feed.

StateAlert is also available for use by external HMAs for situations where lives may be in danger. All requests for StateAlert messaging will be evaluated to ensure the need is commensurate with both the definition of Emergency and that the proposed release of StateAlert is classed as a 'Life threatening' incident.

COMMUNICATING IN THE RESPONSE STAGE

Communities affected by an emergency have a vital and urgent need for information. The purpose of emergency public information is to provide the public with consistent, adequate and timely information and instructions.

The Controlling Agency or Hazard Management Agency will make the decision to evacuate a community, or part of it, should it be under threat from an emergency. They will decide how best to communicate the evacuation suggestion, or order, to community members.

COMMUNICATING IN THE RECOVERY STAGE

Recovery communications refers to the practice of sending, gathering, managing and evaluating information in the recovery stage following an emergency.

When communicating with the public in the Recovery stage, it is important to understand the common reactions that individuals, and the community as a whole, are likely to experience as a result of the emergency.

Ensure all messaging adheres to the Giuliani method of communication information which includes:

- What we know;
- What we don't know;
- What we are doing; and
- What we want you to do

Status Update

The status update is the first information assessment about what is happening, which provides crucial information about the emergency and recovery efforts. These are maintained on a daily basis in summary form, which are used to inform key talking points for use by the Shire of Leonora.

Talking Points

The talking points are developed from information contained within the status updates. The talking points provide key messages to be used by the spokesperson and all members of the Shire who are in contact with affected community and general public. Talking points can be used for all communication methods such as the newsletter, community meetings etc.

Social Media Applications

Social media can be used effectively as an engagement tool with the community in the event of an emergency and recovery. *The Shire is committed to regular use; monitoring and reliable updating.*

Media Release

Media releases can provide a vital way of providing instant information that can be picked up by the local newspaper or radio station. The designated local government spokesperson must be used in the media release. Consider co-branded media releases that relate to a specific stakeholder in the early stages of the response to recovery phase.

Community Meetings

Community meetings are essential in response and recovery as it is important to address the community in a face-to-face setting early on, to earn the trust and respect of the affected community and engage in meaningful dialogue. Community meetings may involve many state government agencies such as the Hazard Management Agency, along with local government and community organisation representatives. It is important that the Master of Ceremony and spokesperson are delegated by the local government.

Notice Boards

A central notice board at a key location in the community can be used to provide information in recovery. This may be a location already being used or one that is decided that is best placed for the emergency and recovery effort.

- The information must be general, local and provide people with call to actions such as contact numbers and places to go for additional information.
- The notice board may also be used to gain feedback directly from the community, if required.

Media Conference

A media conference can be utilised if there is public and media interest after the emergency and can be used to get specific messages across the media, general public and the community.

- A media conference should be managed by the Media Liaison function located within the Recovery Communications team.
- The announcement will need to be prepared, the spokesperson chosen and briefed, and the time of the conference chosen to suit relevant media deadline

Community Newsletter

A community newsletter that is printed or emailed is a simple and easy method of communication in recovery.

Newspaper Article

A newspaper article may be picked up by the newspaper from the media release that has been issued, the local government may be given a regular space each week to address the issues in recovery for the community or be able to place paid advertising within the newspaper.

Recovery Communications Plan

A recovery communications plan details the local governments' strategy on communication and consultation with the affected community in recovery.

A copy of a basic communications plan template can be found at *Appendix 7A*

Managing the Media

During a crisis information used in the communication response must be controlled. The approvals/sign off procedure must be adhered to so that all facts are accurate and that their release is authorised. The Local Response Coordinator (LRC) is responsible for enforcing this procedure, which is as follows:

- Facts will be verified internally through update briefings within the Local Recovery Coordination Committee (LRCC). Information is never to be assumed
- The Local Recovery Coordination Committee (LRCC) will draft documents for release to external stakeholders
- The Local Response Coordinator (LRC) must confirm all incident-related facts
- Local Recovery Coordination Committee (LRCC) Chair will coordinate final sign-off from the CEO prior to document release.

Having one authorised spokesperson during a crisis ensures that communication with the media and audiences is consistent, transparent and controlled. Designated spokespeople may include:

- Shire of Leonora – CEO
- Shire President
- Incident relevant elected representative

They must have the updated facts and be both available and prepared to manage media relations. It is crucial that all employees are aware of the procedure for handling enquiries and know how to appropriately direct calls and visitors.

General Enquiries

Frontline employees from outside the Local Recovery Coordination Committee (LRCC) must be prepared to receive enquiries from a range of stakeholders. The Shire of Leonora Communication advisor will ensure that they are provided with a script based on the key messages and a copy of the prepared Q&As and must brief them on the communication policies. Other than approved spokespeople, no employee is authorised to make comment to any stakeholder beyond the scope of the script and these documents.

- No employee or spokesperson is to give "off the record" or "in confidence" information
- All media releases and holding statements must go through the approvals process prior to release, with final sign off from the CEO or Local Recovery Coordination Committee (LRCC) Chair.

APPENDIX 7A RECOVERY COMMUNICATIONS PLAN TEMPLATE**SHIRE OF LEONORA****RECOVERY COMMUNICATION PLAN**

Recovery Vision for the affected Community.

Vision

Mission

Mission of the recovery communications plan.

Why?	
Who?	
What?	
When?	
Where?	
How?	

BACKGROUND

Brief detailed description of the emergency events.

COMMUNICATION OBJECTIVES

Clear, measurable and achievable objectives. No more than five.

Key Target Audience

Who are the key community members that are being targeted and how is this being done? Who is responsible for the communication method and by when?

Target Audience	
Descriptions	
Actions	
Who	
By When	

Key Messages

What are the current key messages and how are they being distributed, to whom?

Message	
Method	
Who	

Actions

What communications are being undertaken to which stakeholder group and how is this being done?

Who has responsibility and how often will they be distributed and/or updated?

Stakeholder Group	
Communication	
Method	
Who	
Frequency	

Monitor and Evaluate

How is each communication method being monitored and evaluated for effectiveness?

How often will they be monitored and evaluated?

Method	
Monitor and	
Frequency	

Communications Budget

How much money has been allocated to be spend on each communication method?

Keeping up to date records of how much is being spent against the budget is essential.

Method	
Amount Allocated	
Amount	

Communications Plan Review

Who is responsible for monitoring the complete recovery communications plan, what date was it reviewed and what were the major changes that were made?

By Whom	
Date	
Major Changes	

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SECTION EIGHT CONTACTS AND RESOURCES REGISTER

Please note that this section of the LEMA is private and confidential. The information contained within this section will only be made available to emergency management personnel and is not available for viewing by the public.

Administration Office and Depot

Shire of Leonora	
Administration Building	Depot
16 Tower Street, Leonora WA 6438	Tower Street, Leonora WA 6438
PO Box 56 Leonora WA 6438	
Ph: 08 9037 6044	
Fax: 08 9037 6295	
Email: admin@leonora.wa.gov.au	Radio Channels UHF
Website: www.leonora.wa.gov.au	

Shire Councillors

Role	Name	Phone
Shire President	Peter Craig	0418 950 572 08 9037 9186
Deputy Shire President	Ross Norrie	0409 377 386
Councillor	Richard Cotterill	0409 127 506 08 9037 6167
Councillor	Alex Taylor	0417 174 374 08 9037 4050
Councillor	Larnie Petersen	0419 177 232 08 9037 6400
Councillor	Fifi Harris	0437 968 493
Councillor	Lexi Moore	0437 366 649

Shire Staff

Role	Name	Email	Contact Phone
Chief Executive Officer	Jim Epis	ceo@leonora.wa.gov.au	0418 118 220
Deputy Chief Executive Officer	Lee-Anne Trevenen	dceo@leonora.wa.gov.au	0429 376 044
Manager, Works	John Oxley	mws@leonora.wa.gov.au	0428 376 154
Environmental Health Officer	Dave Hadden	healthbuilding@leonora.wa.gov.au	0428 376 044
Payroll	Gil Leslie	payroll@leonora.wa.gov.au	08 9037 6044
Executive Officer	Kiara Lord	eo@leonora.wa.gov.au	08 9037 6044
Accounts	Kateva Dubberly	accounts@leonora.wa.gov.au	08 9037 6044
Administration	Ashton Bawden	admin@leonora.wa.gov.au	08 90376044

Shire Contractors

Role	Name	Email	Contact Phone
Electrical	Northern Goldfields Electrical	nge@mail.com	0409 377 753/ 0429 150 097
Plumbing	TAPS Industries	admin@tapsindustries.com.au	0487 207 510
Transport	Penns Cranes & Cartage	admin@pennscc.com	9021 1230
Earthmoving	Lambron Contracting	lambron@bigpond.com	0417 986 057

LOCAL EMERGENCY MANAGEMENT COMMITTEE CONTACTS

Agency	Position	Name	Phone/Email
Shire of Leonora	Chief Executive Officer	Jim Epis	0418 118 220 ceo@leonora.wa.gov.au
Shire of Leonora	Manager, Works	John Oxley	0428 376 154 mws@leonora.wa.gov.au
Shire of Leonora	LEMC Executive Officer	Kiara Lord	08 9037 6044 eo@leonora.wa.gov.au
Shire of Leonora	Shire President (LEMC Chair)	Cr. Peter Craig	0418 950 572 peter.craig@baqden.com.au
WAPOL	Sergeant (OIC, Leonora)	Jamie Cresswell	0427 281 648 pd15136@police.wa.gov.au
Aboriginal Corporations	Representative (Wirrpanda Foundation)	Des Pau	0450 965 344
Dept. of Communities	District Emergency Services Officer	Ashleigh Thurn	0429 372 266 Ashleigh.thurn@communities.wa.gov.au
Horizon Power	Representative	Camis Ware	0417 171 402 camis.ware@horizonpower.com.au
St John Ambulance	Community Paramedic		ngcp@stjohnwa.com.au
St John Ambulance	Local Sub-Centre Chair/Representative		
DFES	Area Officer, North East Goldfields	Kyle Pollitt	0429 372 360 kyle.pollitt@dfes.wa.gov.au
DFES	District EM Advisor	Yvette Grigg	0488 907 187 yvette.grigg@dfes.wa.gov.au
Main Roads WA	Representative	Shane Power	0409 452 545 shane.power@mainroads.wa.gov.au
Leonora Bushfire Brigade	Captain		
Water Corporation	Representative	Jason Sibley	0427 664 034
W A Country Health Service	Director of Nursing	Janine Guy	janine.guy@health.wa.gov.au
Leonora District High School	Representative	Nicole Andrei	08 9037 6143 email@education.wa.gov.au
DBCA (Parks and Wildlife)	Regional Manager (Goldfields)	Nigel Wessels	08 9083 9100 nigel.wessels@dbca.wa.gov.au

Leonora Community Resource Centre	Coordinator	Zandra Comstive	08 9037 6044
Leinster Community School	Representative		08 9037 9086 leinster.cs@education.wa.edu.au
DPIRD (Agriculture)	Representative		
{Mine Sites}	Representative		

SHIRE PLANT AND EQUIPMENT

Plant Description	Asset #	Registration #
2006 Mitsubishi Rosa Bus	P1521	KBC 11521
2018 John Deere 670G Grader	P183/2431	1GSW 183
2014 John Deere 670G Grader	P2360	L 2360
2016 John Deere 670G Grader	P2396	L 2396
2017 Ford Ranger Dual Cab Ute	P2440	L 2440
2018 Ford Ranger	P2450	L 2450
2015 Komatsu WA430-6 Loader	P202	1ESB 202
2019 Mack Trident 6-wheeler Tiptruck	P596	1GVY 596
2019 Mack Trident Prime Mover	P012	1GVF 012
2012 Mitsubishi Canter Truck	P2296	L 2296
2016 Isuzu NPR300 Tipper	P438	KBC 438L
2006 Elross Caravan	P843	1THM 843
2007 Elross Caravan	P500	1THY 500

This list is not exhaustive.

For a complete list of Shire Plant and Equipment please see the Shire of Leonora.

LOCAL RESOURCES – SERVICES AND SUPPLIES**Accommodation**

Service – Name	Contact	Location	Hours
Leonora Lodge	Apathai Kumpat 0418 144 830		
Leonora Motor Inn	Ainsley Kemp 0419 916 196		
Leonora Caravan Park	Apathai Kumpat 0418 144 830		
Central Hotel	Larnie Petersen 0419 177 232		
White House Hotel	Marie 08 9037 6030		

Catering and Meals

Service – Name	Contact	Location	Hours
Liberty Fuel	Sandy 0410 748 861		
Central Hotel	Larnie Petersen 0419 177 232		
White House Hotel	Marie 08 9037 6030		
Leonora Food Van	Fiona 0447 139 667		
Leonora's Country Kitchen	Harry Wadhwa 08 9037 6002		

INCIDENT SUPPORT GROUPS MEETING LOCATIONS AND CONTACTS

Location	Address	Contact
Shire of Leonora Administration Centre	16 Tower Street, Leonora	08 9037 6044 0418 118 220 (CEO Jim Epis)
Leonora Bowling Club	Cnr Trump & Rajah Streets, Leonora	0429 376 044 (DCEO Lee-Anne Trevenen) 0418 118 220 (CEO Jim Epis)
Leinster Town Office		08 9026 5332 0408 918 706 (Adam Blake) 0438 763 451 (Tanya Loughnane)

SPECIAL ARRANGEMENTS/MOUs

Name/Business	Arrangement	Contact	Phone

EMERGENCY SERVICESWESTERN AUSTRALIAN POLICE FORCE

15 Rochester Street, Leonora WA 6438

Sgt, OIC of the Leonora Police Station, is the Local Emergency Coordinator

Position	Name	Phone
Sergeant	Jamie Cresswell	08 9037 6100 0427 281 648

**In an emergency situation, please always call 000.*

WESTERN AUSTRALIA FIRE AND EMERGENCY SERVICES

Vosper House, 31-33 Dugan Street, Kalgoorlie WA 6430

Emergency Phone: 000

Position	Name	Contact
Area Officer	Kyle Pollitt	08 9026 4100 0429 372 360

ST JOHN AMBULANCE LEONORA SUB CENTRE

55 Tower Street, Leonora WA 6438

Emergency Phone: 000

Position	Name	Contact
Community Paramedic		
Chair		

Resource	Location

BUSH FIRE BRIGADES AND FIRE CONTROL OFFICERS

LEONORA BUSH FIRE BRIGADE

UHF: 40 or 11

Position	Name	Contact	Resource	Registration	Location	Selcall
CBFCO	John Oxley	0428 376 154				

FIRE CONTROL OFFICERS

Brigade	FCO	Contact	UHF
Leonora	John Oxley	0428 376 154	40/11
Albion Downs Station	Leighth Lewis	08 9037 5928	
Banjawarn Station	Sharon White	08 9037 5977	
Braemore Station	Wayne Taylor	08 9037 7107	
Clover Downs Station		0456 679 333	
Glenorn Station	Phil Wedgewood	0477 489 676	
	Jarred Giles	08 9031 3636	
Leinster Downs Station	Brett Lewis	08 9037 9934	
Melita Station	Andrew Smith	08 9024 2874	
Melrose Station	David Broad	08 9037 5995	
Minara Station	Phil Wedgewood	0477 489 676	
	Melanie Wedgewood	08 9037 5966	
Nambi Station	Phil Wedgewood	0477 489 676	
Pinnacles Station	Craig Harvey	08 9963 7093 0427 951 120	
Sturt Meadows Station	Paul Axford	08 9037 5910	
Tarmoola Station	Robert Hillier	08 9037 3636	
Weebo Station	Brian & Shannon	08 9037 5913	
Yakabindie Station	Brett Lewis	08 9037 5944	
Yeelirrie Station	Steve Dale	08 9037 5955	
Yundamindra Station	Phil Wedgewood	0477 489 676	

SUPPORT ORGANISATIONS**State Government Departments**

Service – Name	Relationship	Name and Position	Contact
Department of Biodiversity, Conservation and Attractions (Parks and Wildlife)	Reserve Management	Nigel Wessell Regional Manager	08 9080 5555 (diverts after hours)
Department of Biodiversity, Conservation and Attractions (Parks and Wildlife)	Reserve Management	Evan Donovan District Fire Coordinator	08 9080 5555 (diverts after hours)
Department of Communities	Welfare support	Ashleigh Thurn District Emergency Services Advisor	0429 372 266
Department of Communities	Welfare support	After hours emergency line	1800 199 008
Department of Fire and Emergency Services	Emergency services support	Kyle Pollitt Area Officer	08 9026 4100 0429 372 360
Department of Fire and Emergency Services	Emergency services support	Daniel Birleson District Officer	08 9026 4100 0428 563 378
Department of Fire and Emergency Services	Emergency services support	Yvette Grigg District Emergency Management Advisor	08 9690 2313 0488 907 187
Main Roads WA (Kalgoorlie)	Main Roads Management	Shane Power Regional Manager	08 9080 1400 0409 452 545
Main Roads WA	Main Roads Management	24 Hour line	138 138
State Emergency Service	Emergency Service Provision	N/A	132 500

Utilities and Services

Service – Name	Relationship	Name and Position	Contact
Arc Infrastructure	Railway Management	Tim Linton Regional Lead (Goldfields)	0428 853 061
ARTC	Railway Management	Peter Stonehouse	08 9091 7912 0419 858 695
Telstra	Telecommunications	Fault Line	13 22 03 1800 815 851
Water Corporation	Water supply		08 9080 1000
Water Corporation	Water supply	Fault line	13 13 75
Horizon Power	Power supply	Faults/Outages	13 23 51

Other Local Governments

Neighbouring Shires and Goldfields Voluntary Regional Organisation of Councils Partners

Local Government	Relationship	Name	Position	Email	Mobile	Landline
Menzies (S)	GVROC Partner	Brian Joiner	CEO	admin@menzies.wa.gov.au	0409 114 509	08 9024 2041
Laverton (S)	GVROC Partner	Peter Naylor	CEO	reception@laverton.wa.gov.au	0427 061 674	08 9031 1202
Kalgoorlie-Boulder (C)	GVROC Partner	John Walker	CEO	mailbag@kalbould.wa.gov.au	0408 931 119	08 9021 9600
Coolgardie (S)	GVROC Partner	James Trail	CEO	mail@coolgardie.wa.gov.au	0407 085 571	08 9080 2111
Wiluna (S)	Adjoining Neighbour	Gary Gaffney	A/CEO	reception@wiluna.wa.gov.au		08 9981 8000
Ngaanyatjarraku (S)	Adjoining Neighbour	Kevin Hannigan	CEO	mail@ngaanyatjarraku.wa.gov.au		08 8956 7966
Sandstone (S)	Adjoining Neighbour	Harry Hawkins	CEO	reception@sandstone.wa.gov.au	0407 471 754	08 9963 5802

VULNERABLE PEOPLE CONTACT GROUPS

Business/Group	Location	Capacity	Contact Name	Contact Number
Leonora Community Health	96 Tower Street, Leonora			08 9037 6083
Leonora Early Learning Child Care	Hoover Street, Leonora			08 9037 7997
Leonora District High School	157 Gwalia Street, Leonora			08 9037 6143
Leinster Community School	1 Gledden Drive, Leinster			08 9055 9600

ANIMAL WELFARE**ANIMAL WELFARE FACILITIES**

Facility	Capacity	Address	Contact
Shire of Leonora Pound		Cnr Tower & Steel Sts, Leonora (Works Depot)	Shire of Leonora 08 9037 6044

10.0 REPORTS**10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.3.(A) MONTHLY FINANCIAL STATEMENTS**

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 16th August 2022

AGENDA REFERENCE: 10.3.(A) AUG 22

SUBJECT: Monthly Financial Statements

LOCATION/ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Lee-Anne Trevenen

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 11th August 2022

SUPPORTING DOCUMENTS: 1. Monthly Financial Statements - 31st July, 2022 [↓](#)

BACKGROUND

In complying with the Local Government Financial Management Regulations 1996, a monthly statement of financial activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but gives a complete overview of the “cash” financial position as at the end of each month. The statement of financial activity for each month must be adopted by Council and form part of the minutes.

It is understood that parts of the statement of financial activity have been submitted to Ordinary Council meetings previously. In reviewing the Regulations the complete statement of financial activity is to be submitted, along with the following reports that are not included in the statement.

Monthly Financial Statements for the month ended 31st July, 2022 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st July, 2022
- (c) Material Variances – 31st July, 2022

STATUTORY ENVIRONMENT***Part 4 — Financial reports— s. 6.4******34. Financial activity statement report – s. 6.4******(1A) In this regulation —***

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

34. (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);*
 - (b) budget estimates to the end of the month to which the statement relates;*
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (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.*
34. (2) *Each statement of financial activity is to be accompanied by documents containing —*
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) such other supporting information as is considered relevant by the local government.*
34. (3) *The information in a statement of financial activity may be shown —*
- (a) according to nature and type classification; or*
 - (b) by program; or*
 - (c) by business unit.*
34. (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (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.*
34. (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council accept the Monthly Financial Statements for the month ended 31st July, 2022 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st July, 2022
- (c) Material Variances – 31st July, 2022

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr RA Norrie

Seconded: Cr LR Petersen

That Council accept the Monthly Financial Statements for the month ended 31st July, 2022 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st July, 2022
- (c) Material Variances – 31st July, 2022

CARRIED (6 VOTES TO 0)

**Moore Australia**

Level 15, Exchange Tower,
2 The Esplanade, Perth, WA 6000
PO Box 5785, St Georges Terrace, WA
6831

T +61 8 9225 5355
F +61 8 9225 6181

www.moore-australia.com.au

10 August 2022

Mr Jim Epis
Chief Executive Officer
Shire of Leonora
PO Box 56
LEONORA WA 6438

COMPILATION REPORT TO THE SHIRE OF LEONORA

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Leonora, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 July 2022. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF LEONORA

The Shire of Leonora are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Leonora we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Leonora provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Leonora. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.
An independent member of Moore Global Network Limited - members in principal cities throughout the world.
Liability limited by a scheme approved under Professional Standards Legislation.

SHIRE OF LEONORA

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 July 2022

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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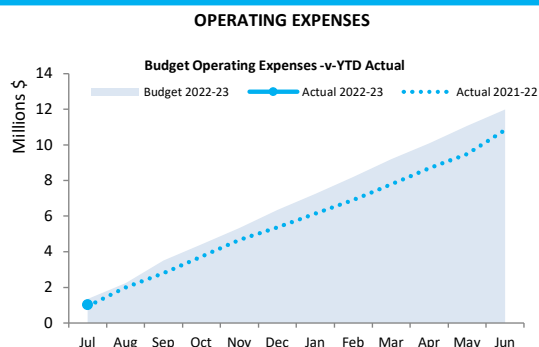
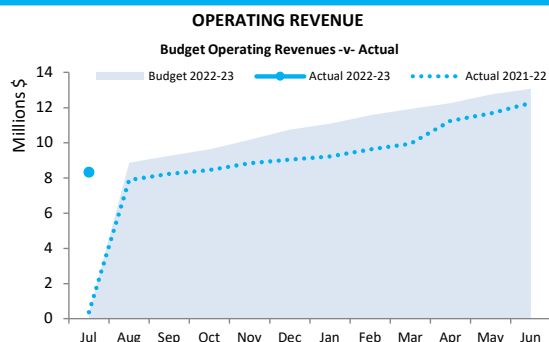
Please refer to the compilation report

SHIRE OF LEONORA | 1

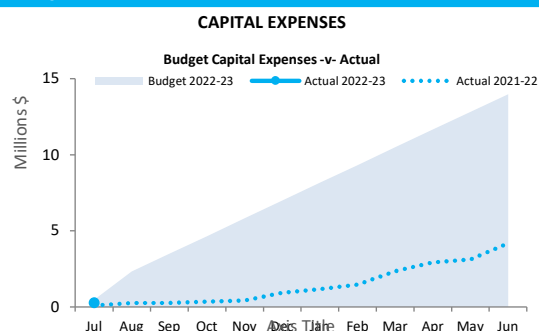
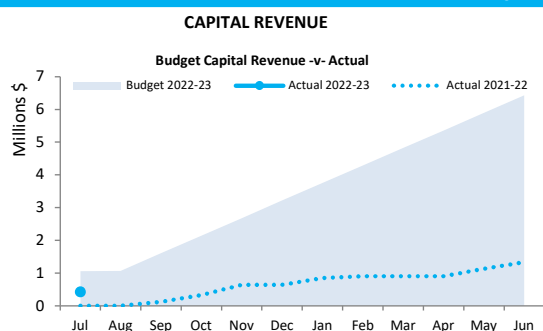
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2022**

SUMMARY INFORMATION - GRAPHS

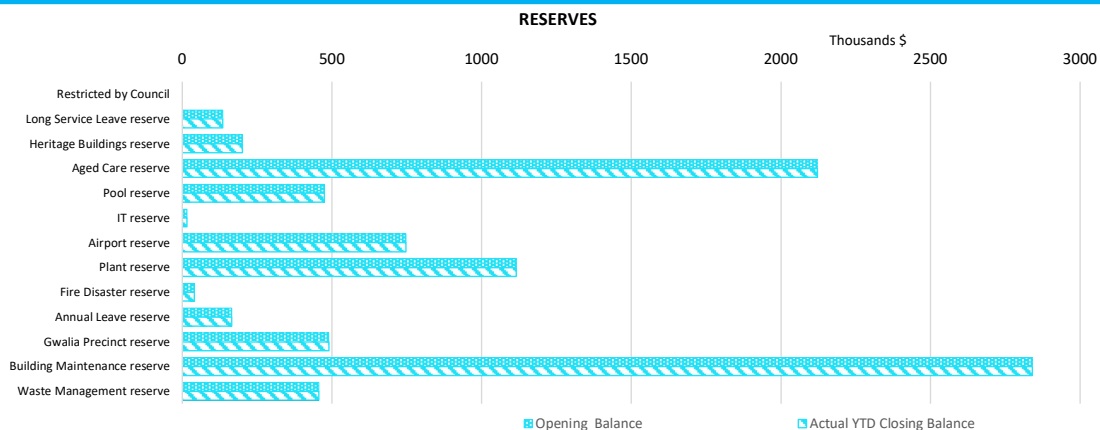
OPERATING ACTIVITIES



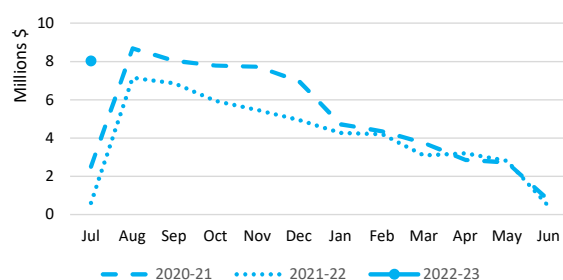
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Please refer to the compilation report

SHIRE OF LEONORA | 7

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2022**

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.19 M	\$0.19 M	\$0.43 M	\$0.24 M
Closing	\$0.00 M	(\$0.84 M)	\$8.03 M	\$8.87 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$10.31 M	% of total
Unrestricted Cash	\$1.51 M	14.7%
Restricted Cash	\$8.80 M	85.3%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.42 M	% Outstanding
Trade Payables	\$0.00 M	
0 to 30 Days		0.0%
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$0.85 M	% Collected
Rates Receivable	\$8.13 M	0.2%
Trade Receivable	\$0.85 M	% Outstanding
Over 30 Days		42.6%
Over 90 Days		0.4%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$2.97 M	(\$0.85 M)	\$7.44 M	\$8.30 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$7.69 M	% Variance
YTD Actual	\$7.69 M	
YTD Budget	\$0.00 M	0.0%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$0.23 M	% Variance
YTD Actual	\$0.23 M	
YTD Budget	\$0.13 M	80.0%

Refer to Note 10 - Operating Grants and Contributions

Fees and Charges		
	\$0.36 M	% Variance
YTD Actual	\$0.36 M	
YTD Budget	\$0.19 M	84.0%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$7.56 M)	(\$0.18 M)	\$0.16 M	\$0.33 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$0.00 M	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.76 M	(100.0%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$0.27 M	% Spent
YTD Actual	\$0.27 M	
Adopted Budget	\$13.99 M	(98.1%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$0.43 M	% Received
YTD Actual	\$0.43 M	
Adopted Budget	\$5.67 M	(92.5%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$4.40 M	\$0.00 M	(\$0.00 M)	(\$0.00 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 7 - Borrowings

Reserves	
Reserves balance	\$8.80 M
Interest earned	\$0.00 M

Refer to Note 8 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

Please refer to the compilation report

SHIRE OF LEONORA | 5

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JULY 2022

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

Please refer to the compilation report

SHIRE OF LEONORA | 4

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(c) - (b)		
Opening funding surplus / (deficit)	1(c)	\$ 191,874	\$ 191,874	\$ 434,519	\$ 242,645	126.46%	▲
Revenue from operating activities							
Rates		7,775,027	0	7,694,527	7,694,527	0.00%	▲
Operating grants, subsidies and contributions	10	2,616,472	125,729	226,327	100,598	80.01%	▲
Fees and charges		2,414,398	193,882	356,654	162,772	83.95%	▲
Interest earnings		8,000	666	1,976	1,310	196.70%	
Other revenue		242,805	19,812	45,285	25,473	128.57%	▲
Profit on disposal of assets	6	24,753	0	0	0	0.00%	
		13,081,455	340,089	8,324,769	7,984,680	2347.82%	
Expenditure from operating activities							
Employee costs		(2,410,184)	(199,870)	(316,787)	(116,917)	(58.50%)	▼
Materials and contracts		(6,991,250)	(639,723)	(360,811)	278,912	43.60%	▲
Utility charges		(245,100)	(26,519)	(26,591)	(72)	(0.27%)	
Depreciation on non-current assets		(1,834,984)	(152,963)	(160,252)	(7,289)	(4.77%)	
Insurance expenses		(311,912)	(311,912)	(160,329)	151,583	48.60%	▲
Other expenditure		(130,878)	(15,353)	0	15,353	100.00%	▲
Loss on disposal of assets	6	(59,968)	0	0	0	0.00%	
		(11,984,276)	(1,346,340)	(1,024,770)	321,570	(23.88%)	
Non-cash amounts excluded from operating activities	1(a)	1,870,199	152,963	143,117	(9,846)	(6.44%)	
Amount attributable to operating activities		2,967,378	(853,288)	7,443,116	8,296,404	(972.29%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	11	5,668,103	291,674	427,885	136,211	46.70%	▲
Proceeds from disposal of assets	6	760,600	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(13,987,955)	(468,585)	(272,523)	196,062	41.84%	▲
Amount attributable to investing activities		(7,559,252)	(176,911)	155,362	332,273	(187.82%)	
Financing Activities							
Transfer from reserves	8	4,400,000	0	0	0	0.00%	
Transfer to reserves	8	0	0	(1,585)	(1,585)	0.00%	
Amount attributable to financing activities		4,400,000	0	(1,585)	(1,585)	0.00%	
Closing funding surplus / (deficit)	1(c)	0	(838,325)	8,031,412	8,869,737	1058.03%	

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 12 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 August 2022

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(24,753)	0	0
Less: Movement in liabilities associated with restricted cash		0	0	(17,135)
Add: Loss on asset disposals	6	59,968	0	0
Add: Depreciation on assets		1,834,984	152,963	160,252
Total non-cash items excluded from operating activities		1,870,199	152,963	143,117

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 July 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	8	(8,797,221)	(8,797,221)	(8,798,806)
Add: Provisions employee related provisions	9	300,043	317,238	300,103
Total adjustments to net current assets		(8,497,178)	(8,479,983)	(8,498,703)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	11,076,288	11,076,288	10,312,738
Rates receivables	3	107,031	107,031	8,132,765
Receivables	3	452,568	376,342	848,916
Other current assets	4	71,829	71,829	81,660
Less: Current liabilities				
Payables	5	(510,256)	(208,580)	(423,593)
Contract liabilities	9	(2,191,170)	(2,191,170)	(2,105,133)
Provisions	9	(317,238)	(317,238)	(317,238)
Less: Total adjustments to net current assets	1(b)	(8,497,178)	(8,479,983)	(8,498,703)
Closing funding surplus / (deficit)		191,874	434,519	8,031,412

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal	Cash and cash equivalents	1,512,651	0	1,512,651	0	NAB	Variable	Nil
Trust	Cash and cash equivalents	10	0	10	0	NAB	Nil	Nil
Cash on hand	Cash and cash equivalents	1,270	0	1,270	0	Cash on hand	Nil	Nil
Reserves	Cash and cash equivalents	0	8,798,807	8,798,807	0	NAB	Variable	Nil
Total		1,513,931	8,798,807	10,312,738	0			
Comprising								
Cash and cash equivalents		1,513,931	8,798,807	10,312,738	0			
		1,513,931	8,798,807	10,312,738	0			

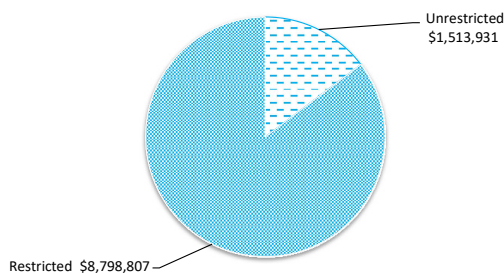
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



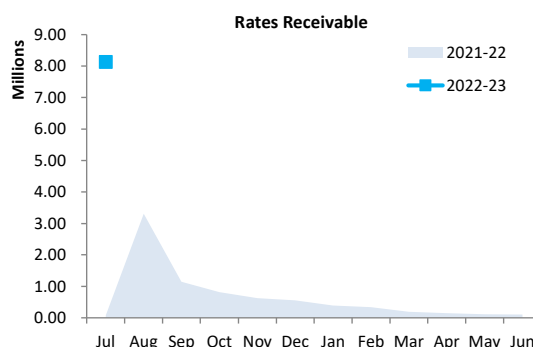
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 Jun 2022	31 Jul 2022
	\$	\$
Opening arrears previous years	100,035	107,031
Levied this year - rates	7,005,810	7,694,527
Levied this year - services	336,766	346,676
Less - collections to date	(7,335,580)	(15,469)
Gross rates collectable	107,031	8,132,765
Net rates collectable	107,031	8,132,765
% Collected	103.2%	0.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	487,269	259,678	98,264	3,705	848,916
Percentage	0.0%	57.4%	30.6%	11.6%	0.4%	
Balance per trial balance						
Sundry receivable						848,916
Total receivables general outstanding						848,916

Amounts shown above include GST (where applicable)

KEY INFORMATION

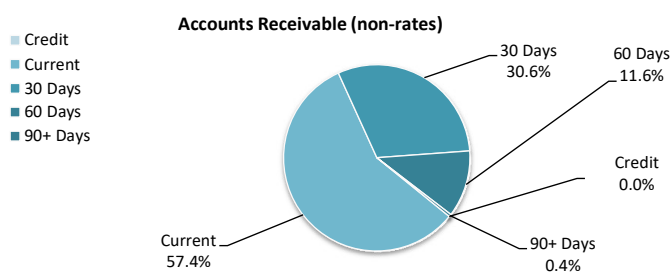
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 July 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	71,829	55,472	(45,641)	81,660
Total other current assets	71,829	55,472	(45,641)	81,660

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 5
PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
ATO liabilities						7,421
Other payables						405,947
Credit card						10,225
Total payables general outstanding						423,593

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

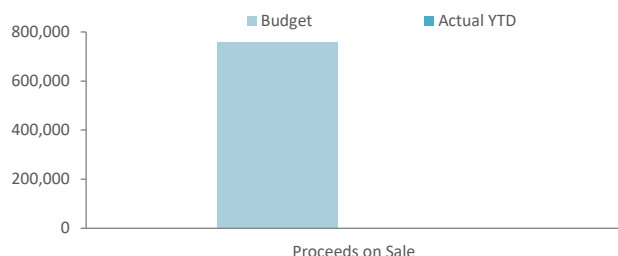
The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
249	35 Hoover Street Leonora	144,000	150,000	6,000	0	0	0	0	0
	Plant and equipment								
	Health								
PE43	EHO vehicle	36,370	30,000	0	(6,370)	0	0	0	0
PE44	Doctor's vehicle	29,462	30,000	538	0	0	0	0	0
	Transport								
287	2016 Grader John Deere 670G	147,000	155,000	8,000	0	0	0	0	0
	Prime Mover (Water Cart) Iveco	96,822	70,000	0	(26,822)	0	0	0	0
656	2018 Ford Ranger Grader Utility	26,600	22,800	0	(3,800)	0	0	0	0
660	Holden Colorado space	28,700	30,000	1,300	0	0	0	0	0
PE41	Toyota Hilux cab tray top 4WD	32,804	30,000	0	(2,804)	0	0	0	0
657	Ford Ranger works crew	25,900	22,800	0	(3,100)	0	0	0	0
PE45	Toyota Hilux cab tray top 4WD	33,569	30,000	0	(3,569)	0	0	0	0
PE42	Reporting Officer's vehicle	36,033	30,000	0	(6,033)	0	0	0	0
PE46	Water Cart 3 Tonne Tipper	31,290	30,000	0	(1,290)	0	0	0	0
	Economic services								
PE46	Toyota Hilux dual cab 4WD	25,185	30,000	4,815	0	0	0	0	0
	Other property and services								
658	MWS vehicle	25,900	30,000	4,100	0	0	0	0	0
PE53	DCEO vehicle	45,954	40,000	0	(5,954)	0	0	0	0
PE47	Admin Kluger	30,226	30,000	0	(226)	0	0	0	0
		795,815	760,600	24,753	(59,968)	0	0	0	0



Please refer to the compilation report

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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land and Buildings	6,692,000	0	0	0
Plant and equipment	1,672,939	0	0	0
Infrastructure - roads	3,295,603	274,634	49,361	(225,273)
Infrastructure - improvements & infrastructure	2,327,413	193,951	223,162	29,211
Payments for Capital Acquisitions	13,987,955	468,585	272,523	(196,062)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	5,668,103	291,674	427,885	136,211
Other (disposals & C/Fwd)	760,600	0	0	0
Cash backed reserves				
Aged Care reserve	(2,000,000)	0	0	0
Pool reserve	(300,000)	0	0	0
Plant reserve	(900,000)	0	0	0
Building Maintenance reserve	(1,200,000)	0	0	0
Contribution - operations	11,959,252	176,911	(155,362)	(332,273)
Capital funding total	13,987,955	468,585	272,523	(196,062)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

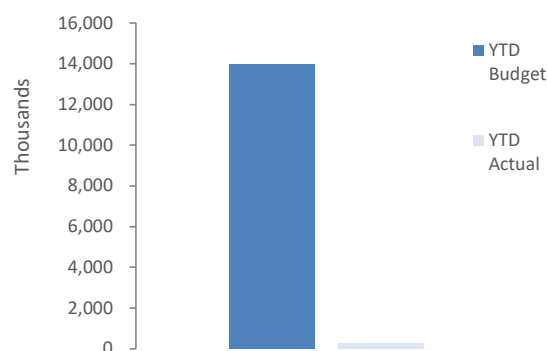
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Please refer to the compilation report

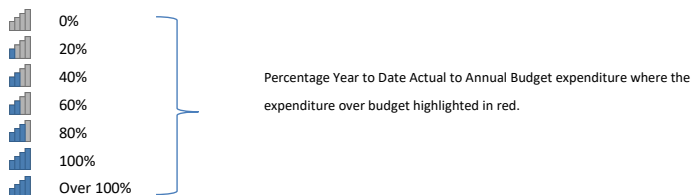
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

		Adopted		YTD Actual	Variance (Under)/Over
Account Description		Budget	YTD Budget		
		\$	\$	\$	\$
Land and Buildings					
CP2306	1 QV Bathrms/wet areas, int paint & flooring	30,000	0	0	0
CP2308	Leonora Early Learning Centre Toilets	50,000	0	0	0
CP2309	CEO's House	750,000	0	0	0
CP2310	13 FitzGerald Street Enclose Outdoor Area	60,000	0	0	0
CP2311	11A Walton Street Front Fence & Shed	25,000	0	0	0
CP2312	11B Walton Street Front Fence & Shed	25,000	0	0	0
CP2315	40A Hoover Street Kitchen, Bathroom & Shed	35,000	0	0	0
CP2316	40B Hoover Street Kitchen, Bathroom & Shed	35,000	0	0	0
CP2317	11 Queen Vic - back verandah/patio enclose	20,000	0	0	0
CP2318	26 Queen Vic - Carport	25,000	0	0	0
CP2319	51 Gwalia - Carport	25,000	0	0	0
CP2320	Cohen - Retaining Wall, fence & Shed	40,000	0	0	0
CP2320	Transportable Accommodation 3brd x 3 bthrm	190,000	0	0	0
CP2321	Aged Care Village	5,362,000	0	0	0
CP2368	Archival Room, Gwalia Compactus	20,000	0	0	0
Total Land and Buildings		6,692,000	0	0	0
Plant and Equipment					
CP2303	CCTV Trailer	22,000	0	0	0
CP2305	Toyota Hilux Dual Cab (Health Officer)	52,000	0	0	0
CP2307	Doctor Vehicle Kluger 2WD Petrol Wagon	54,255	0	0	0
CP2326	10 x Skip Bins	35,000	0	0	0
CP2336	Grader John Deere 670G	495,000	0	0	0
CP2337	Prime Mover - water cart truck	300,000	0	0	0
CP2339	Grader Driver's Vehicle (Ranger)	62,000	0	0	0
CP2340	Toyota Hilux dual Cab 4WD (WS)	52,000	0	0	0
CP2341	Toyota Hilux dual Cab 4WD (P & G)	52,000	0	0	0
CP2342	Ranger 4WD Dual Cab Tradein \$'s reqd	62,000	0	0	0
CP2343	Town Water Cart	72,000	0	0	0
CP2345	Small Tipper 3 Tonne - Townsite	20,000	0	0	0
CP2346	Trailer (Tipping) - Town Crew	14,000	0	0	0
CP2347	Trailer Sub Pump, hydraulic	18,000	0	0	0
CP2362	Reporting Officer's Vehicle	69,205	0	0	0
CP2364	RADS Grant - Airport Framework	50,000	0	0	0
CP2369	Toyota Hilux dual Cab 4WD (M)	65,254	0	0	0
CP2370	MWS's Vehicle	73,000	0	0	0
CP2372	DCEO Vehicle	75,225	0	0	0
CP2373	Admin Spare Kluger	30,000	0	0	0
Total Plant and Equipment		1,672,939	0	0	0

Please refer to the compilation report

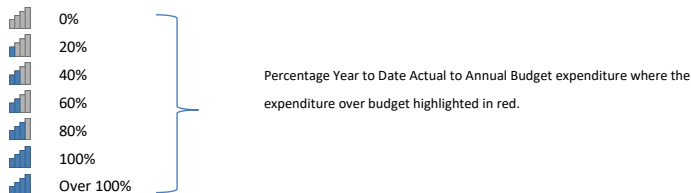
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

		Adopted		YTD Actual	Variance (Under)/Over
Account Description		Budget	YTD Budget		
		\$	\$	\$	\$
Infrastructure Other					
CP2301	Upgrade of CCTV System (Asset No I43)	45,871	3,823	0	(3,823)
CP2302	Upgrade of CCTV System Shire Depot	30,000	2,500	0	(2,500)
CP2325	Town Planning Development	500,000	41,667	0	(41,667)
CP2327	Masonic Hall Perimetre Fence	10,000	833	0	(833)
CP2328	Barnes Federal Theatre Perimetre Fence	10,000	833	0	(833)
CP2329	Swimming Pool Retiling	1,048,100	87,342	94,500	7,158
CP2330	Multi-Purpose Court Upgrade plus LED Lights	124,415	10,368	0	(10,368)
CP2331	Oval Lights LED	5,000	417	0	(417)
CP2332	Small Childrens Swing Set Yungakapi Park	5,000	417	0	(417)
CP2353	Fencing - Shire Common	25,000	2,083	0	(2,083)
CP2354	Footpaths (Concrete)	110,000	9,167	0	(9,167)
CP2355	Electric Security Gates Depot (Airport Style)	25,000	2,083	0	(2,083)
CP2357	Carport Depot	34,000	2,833	0	(2,833)
CP2358	Re-line Shed Depot	34,000	2,833	0	(2,833)
CP2359	Fuel Storage Unit - Self Bunded Depot	67,000	5,583	0	(5,583)
CP2363	Airport Fencing - RADS	248,027	20,669	128,662	107,993
CP2374	Antennae Internet	6,000	500	0	(500)
Total Infrastructure Other		2,327,413	193,951	223,162	29,211
Infrastructure Roads					
IR30004	Glenorn Yundamindra Road	0	0	49,361	49,361
CP2349	Old Agnew SLK 21.00 to SLK 41.00 Check	900,000	75,000	0	(75,000)
CP2350	Town RAV Network R2R	1,755,603	146,300	0	(146,300)
CP2351	Agnew Lake Miranda	640,000	53,333	0	(53,333)
Total Infrastructure Roads		3,295,603	274,634	49,361	(225,273)
Grand Total		13,987,955	468,585	272,523	(196,062)

Please refer to the compilation report

SHIRE OF LEONORA | 15

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Long Service Leave reserve	134,623	0	27	0	0	0	0	134,623	134,650
Heritage Buildings reserve	200,041	0	39	0	0	0	0	200,041	200,080
Aged Care reserve	2,121,478	0	418	0	0	(2,000,000)	0	121,478	2,121,896
Pool reserve	474,036	0	94	0	0	(300,000)	0	174,036	474,130
IT reserve	15,000	0	0	0	0	0	0	15,000	15,000
Airport reserve	746,453	0	0	0	0	0	0	746,453	746,453
Plant reserve	1,115,615	0	220	0	0	(900,000)	0	215,615	1,115,835
Fire Disaster reserve	39,940	0	8	0	0	0	0	39,940	39,948
Annual Leave reserve	165,420	0	33	0	0	0	0	165,420	165,453
Gwalia Precinct reserve	488,875	0	96	0	0	0	0	488,875	488,971
Building Maintenance reserve	2,839,603	0	560	0	0	(1,200,000)	0	1,639,603	2,840,163
Waste Management reserve	456,137	0	90	0	0	0	0	456,137	456,227
	8,797,221	0	1,585	0	0	(4,400,000)	0	4,397,221	8,798,806

Please refer to the compilation report

SHIRE OF LEONORA | 16

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

OPERATING ACTIVITIES
NOTE 9
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 July 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		355,439	0	81,988	(46,885)	390,542
- Capital grant/contribution liabilities		1,835,731	0	0	(121,140)	1,714,591
Total other liabilities		2,191,170	0	81,988	(168,025)	2,105,133
Employee Related Provisions						
Annual leave		172,113	0	0	0	172,113
Long service leave		145,125	0	0	0	145,125
Total Employee Related Provisions		317,238	0	0	0	317,238
Total other current assets		2,508,408	0	81,988	(168,025)	2,422,371

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10 and 11

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

NOTE 10

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2022	Liability	Liability	31 Jul 2022	Liability	Budget	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grant - Equalisation	0	0	0	0	0	338,132	0	0
Grant - Roads (Untied)	0	0	0	0	0	230,160	0	0
Law, order, public safety								
Operational Grant - Bush Fire	0	0	0	0	0	2,682	2,682	0
Education and welfare								
Grant- Sustainability Child Care	0	0	0	0	0	68,107	0	0
Childcare Grants (Misc)	0	0	0	0	0	15,500	1,299	0
Youth Support DCP Grant	0	18,522	(6,251)	12,271	12,271	75,001	6,251	6,251
Youth Program Grants	0	0	0	0	0	5,500	462	0
LGA Suicide Prevent Grant	35,000	0	0	35,000	35,000	35,000	2,924	0
Recreation and culture								
National Australia Day Grant	0	0	0	0	0	20,000	0	0
Other grants - Various	0	0	0	0	0	115,000	9,587	0
CRC Services Grant	0	0	0	0	0	113,690	9,476	20,392
Indue Agreement	0	34,319	(10,766)	23,553	23,553	129,137	10,766	10,766
Other Grant Funding	0	29,147	(9,476)	19,671	19,671	3,000	250	9,476
Grant-Cashless Debit Card Services	320,439	0	(20,392)	300,047	300,047	623,395	51,956	0
Transport								
Contrib. - Street Lights	0	0	0	0	0	3,699	0	0
Grants - MRWA Direct	0	0	0	0	0	179,442	0	179,442
RADS Grant - Airport Framework	0	0	0	0	0	50,000	0	0
RADS Grant - Security Fencing	0	0	0	0	0	248,027	0	0
Economic services								
Cactus Eradication	0	0	0	0	0	50,000	4,163	0
Gwalia Historical Precinct other grant	0	0	0	0	0	120,000	10,000	0
Leonora Golden Gift Sponsorship	0	0	0	0	0	125,000	10,413	0
Leonora Golden Gift Grant	0	0	0	0	0	66,000	5,500	0
	355,439	81,988	(46,885)	390,542	390,542	2,616,472	125,729	226,327

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

NOTE 11

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jul 2022	Current Liability 31 Jul 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
General purpose funding								
Grant-Infra(COVID) Yingkapayi Playground	0	0	0	0	0	100,117	0	66,745
Grant-Infra(COVID) Yingkapayi Playground	0	0	0	0	0	25,042	0	0
Grant-Infra(COVID) Public Toilets Townsite	0	0	0	0	0	15,000	0	0
Grant-Infra(COVID) Malcolm Dam Facility Upgrade	0	0	0	0	0	4,000	0	0
Housing								
Ageing in Place	1,335,354	0	(26,640)	1,308,714	1,308,714	3,500,000	291,674	26,640
Recreation and culture								
ACA Grant - Indoor Cricket Net	0	0	0	0	0	1,000	0	0
Swimming Pool - LRCI Phase 3 Grant	400,377	0	(94,500)	305,877	305,877	880,830	0	94,500
Multi-Purpose Courts Tower Street	100,000	0	0	100,000	100,000	138,516	0	0
Transport								
Grant - Roads to Recovery	0	0	0	0	0	403,598	0	0
RRG Funding-Grant	0	0	0	0	0	600,000	0	240,000
	1,835,731	0	(121,140)	1,714,591	1,714,591	5,668,103	291,674	427,885

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

**NOTE 12
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$15,000 or 8.00% whichever is the greater.

Nature or type			Explanation of positive variances		Explanation of negative variances	
	Var. \$	Var. %	Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	242,645	126.46%	▲ Carry over 2021/22			
Revenue from operating activities						
Rates	7,694,527	0.00%	▲ Timing receipt of rates			
Operating grants, subsidies and contributions	100,598	80.01%	▲ Timing of grant receipt			
Fees and charges	162,772	83.95%	▲ Spread over 12 months			
Other revenue	25,473	128.57%	▲ Spread across 12 months			
Expenditure from operating activities						
Employee costs	(116,917)	(58.50%)	▼		Spread across 12 months	
Materials and contracts	278,912	43.60%	▲ Spread across 12 months			
Insurance expenses	151,583	48.60%	▲ Paid full 12 months			
Other expenditure	15,353	100.00%	▲ Expenses yet to occur			
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	136,211	46.70%	▲ Timing of grant receipt			
Payments for property, plant and equipment and infrastructure	196,062	41.84%	▲ Expenses yet to occur			

Please refer to the compilation report

SHERE OF LEONORA 1 20

10.0 REPORTS**10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.3.(B) ACCOUNTS FOR PAYMENT**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 16th August 2022
AGENDA REFERENCE:	10.3.(B) AUG 22
SUBJECT:	Accounts for Payment
LOCATION/ADDRESS:	Nil
NAME OF APPLICANT:	Nil
FILE REFERENCE:	Nil
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Lee-Anne Trevenen
OFFICER:	Deputy Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	11th August 2022
SUPPORTING DOCUMENTS:	1. Accounts for Payment - August, 2022 ↓

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority totalling **\$963,543.45** since the previous council meeting consisting of:

- (1) Direct Bank Transactions numbered from **2451** to **2483** and totalling **\$45,582.62**;
 - a. Includes Credit Card Payments of **\$12,360.66** for June, 2022.
- (2) Batch Payments **134, 135, & 136**, totalling **\$721,947.33**; and
- (3) Cheques **25835** to **25836** and Payroll Payments from **Pay Period Ending 26/07/2022**, to **08/08/2022** totalling **\$196,013.50**.

STATUTORY ENVIRONMENT

Local Government Act 1995 S6.10 & *Financial Management (1996) Regulation 12 & 13* apply to how the information is to be presented within this report for authorisation by Council.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2451** to **2483** and totalling **\$45,582.62**;
 - a. *Includes Credit Card Payments of **\$12,360.66** for June, 2022.*
- (2) Batch Payments **134, 135, & 136**, totalling **\$721,947.33**; and
- (3) Cheques **25835** to **25836** and Payroll Payments from **Pay Period Ending 26/07/2022**, to **08/08/2022** totalling **\$196,013.50**.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr AM Moore

Seconded: Cr RM Cotterill

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2451** to **2483** and totalling **\$45,582.62**;
 - a. *Includes Credit Card Payments of **\$12,360.66** for June, 2022.*
- (2) Batch Payments **134, 135, & 136**, totalling **\$721,947.33**; and
- (3) Cheques **25835** to **25836** and Payroll Payments from **Pay Period Ending 26/07/2022**, to **08/08/2022** totalling **\$196,013.50**.

CARRIED (6 VOTES TO 0)



**Accounts for Payment
Presented to Council
16th August, 2022**

Accounts for Payment - August, 2022 Credit Card Breakdown

Shire of Leonora					
Monthly Report – List of Credit Card Transactions Paid by Delegated Authority					
Submitted to Council on the 16th August, 2022					
The following list of accounts relate to Credit Card Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Payments detailed are from statements for June, 2022 as per Direct Bank Transaction 2472 totalling \$12,360.66					
CHIEF EXECUTIVE OFFICER					
Reference	Date	Name	Item	Payment by Delegated Authority	Balance
CEO 06/22 (Card 3624)	30/05/2022	Mad Wax Car Wash	Car Wash - CEO Vehicle	25.00	25.00
	30/05/2022	Western Australian Planning Commission	Form C Application	568.00	593.00
	06/06/2022	Chezs Crafty Affair	Material purchased for Nyunnga Ku Women's group	590.00	1,183.00
	06/06/2022	Bizness Apps	Monthly fee for hosting Geocaching App - June, 2022	137.50	1,320.50
	07/06/2022	Butson Group	Refreshments for Little River Band - Performers Leonora Golden Gift 2022	237.00	1,557.50
	09/06/2022	Everett Butchers	BBQ Packs for NAIDOC Week	999.00	2,556.50
	09/06/2022	Nespresso Australia	Coffee Pods for Office	237.00	2,793.50
	10/06/2022	Avdata Australia	Avdata charges - Water Standpipe	59.40	2,852.90
	12/06/2022	Coles Express Leonora	Fuel P1	240.86	3,093.76
	14/06/2022	EZI Diffuse	Monthly Subscription - June, 2022 Child HR	72.79	3,166.55
	16/06/2022	Foxtel	Foxtel & Phoneline - 35 Hoover Street Leonora - June, 2022	276.90	3,443.45
	28/06/2022	National Australia Bank	Card Fee - June, 2022	9.00	3,452.45
Total CEO Card June, 2022				\$3,452.45	
DCEO 06/22 (Card 4580)	01/06/2022	Roses Only Pty Ltd	Flowers for J Heather	268.65	3,721.10
	06/06/2022	Everett Butchers	Sausages, Bacon and eggs for Golden Gift 2022 Big Breakfast	1,453.76	5,174.86
	09/06/2022	Quest Yelverton Kalgoorlie	Accommodation - LELC Staff Kalgoorlie	185.00	5,359.86
	13/06/2022	Budget Rent A Car	Car Rental - Raf Baugh (Golden Gift 2022)	579.61	5,939.47
	13/06/2022	Budget Rent A Car	Car Rental - Ross Johnson (Golden Gift 2022)	412.65	6,352.12
	14/06/2022	Stainless Flat Pack	Stainless Steel Shelving for Museum	3,091.24	9,443.36
	20/06/2022	MyXplor Pty Ltd	QK Cloud Office Core Annual Subscription - 2022/23	2,640.00	12,083.36
	28/06/2022	National Australia Bank	Card Fee - June, 2022	9.00	12,092.36
Total DCEO Card June, 2022				\$8,639.91	
MWS 06/22 (Card 7960)	08/06/2022	Coles Express Leonora	Fuel Costs - Golden Gift Hire Vehicles 2022	77.18	12,169.54
	08/06/2022	Ampol Kalgoorlie	Fuel Costs - Golden Gift 2022 Hire Vehicle	177.99	12,347.53
	28/06/2022	National Australia Bank	Card Fee - June, 2022	9.00	12,356.53
Total MWS Card June, 2022				\$264.17	
Other Fees / Payments 06/22	06/06/2022	National Australia Bank	International Transaction Fee - Monthly Hosting Geocaching App (June, 2022) - CEO Card	4.13	12,360.66
	Total Other Fees/Payments June, 2022			\$4.13	
2472	04/07/2022	National Australia Bank	Shire Credit Cards for June, 2022	\$12,360.66	

Accounts for Payment - August, 2022 Direct Bank Transactions

Shire of Leonora

Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority

Submitted to Council on the 16th August, 2022

The following list of accounts relate to Direct Bank Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions are numbered from 2451 to 2483 and totalling \$45,582.62

CHIEF EXECUTIVE OFFICER

Transaction	Date	Name	Item	Payment by Delegated Authority	Balance
2451	18/07/2022	Australian Super	Superannuation PPE:11/07/2022	2,530.80	2,530.80
2452	18/07/2022	Aware Super	Superannuation PPE:11/07/2022	10,042.58	12,573.38
2453	18/07/2022	Christian Super	Superannuation PPE:11/07/2022	51.45	12,624.83
2454	18/07/2022	CBUS	Superannuation PPE:11/07/2022	543.79	13,168.62
2455	18/07/2022	HESTA	Superannuation PPE:11/07/2022	288.05	13,456.67
2456	18/07/2022	Host Plus	Superannuation PPE:11/07/2022	856.89	14,313.56
2457	18/07/2022	ING Superannuation	Superannuation PPE:11/07/2022	756.10	15,069.66
2458	18/07/2022	MLC Super Fund	Superannuation PPE:11/07/2022	126.43	15,196.09
2459	18/07/2022	MTAA Superannuation Fund	Superannuation PPE:11/07/2022	440.58	15,636.67
2460	18/07/2022	TWU Superannuation Fund	Superannuation PPE:11/07/2022	584.22	16,220.89
2461	18/07/2022	Wealth Personal Super	Superannuation PPE:11/07/2022	159.70	16,380.59
2462	28/07/2022	Click Super	Transaction & Facility Fees Superannuation June, 2022	29.04	16,409.63
2463	28/07/2022	National Australia Bank	NAB connect fee access and usage - July, 2022	78.48	16,488.11
2464	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Childcare - 7381278	20.00	16,508.11
2465	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Rec Centre - 7379314	20.00	16,528.11
2466	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- CRC - 7380395	21.40	16,549.51
2467	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Info Centre - 7374463	23.06	16,572.57
2468	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Airport - 7374471	29.04	16,601.61
2469	29/07/2022	National Australia Bank	Muni Account Fees July, 2022	52.90	16,654.51
2470	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Events - 7374513	258.19	16,912.70
2471	29/07/2022	National Australia Bank	EFTPOS Merchant Fee - July, 2022- Shire & Museum - 7381393	488.01	17,400.71
2472	04/07/2022	National Australia Bank	Credit card charges June 2022	12,360.66	29,761.37
2473	02/08/2022	Australian Super	Superannuation PPE: 25/07/2022	2,628.95	32,390.32
2474	02/08/2022	Aware Super	Superannuation PPE: 25/07/2022	10,043.32	42,433.64
2475	02/08/2022	Christian Super	Superannuation PPE: 25/07/2022	73.50	42,507.14
2476	02/08/2022	CBUS	Superannuation PPE: 25/07/2022	543.79	43,050.93
2477	02/08/2022	HESTA	Superannuation PPE: 25/07/2022	288.05	43,338.98
2478	02/08/2022	Host Plus	Superannuation PPE: 25/07/2022	735.46	44,074.44
2479	02/08/2022	ING Superannuation	Superannuation PPE: 25/07/2022	141.99	44,216.43
2480	02/08/2022	MLC Super Fund	Superannuation PPE: 25/07/2022	225.58	44,442.01
2481	02/08/2022	MTAA Superannuation Fund	Superannuation PPE: 25/07/2022	392.70	44,834.71
2482	02/08/2022	TWU Superannuation Fund	Superannuation PPE: 25/07/2022	584.22	45,418.93
2483	02/08/2022	Wealth Personal Super	Superannuation PPE: 25/07/2022	163.69	45,582.62
GRAND TOTAL				\$45,582.62	

Accounts for Payment - August, 2022 Batch Payments 134 - 136

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 16th August, 2022					
<p>Batch Payments 134, 135, & 136, totalling \$721,947.33 have been paid by delegated authority by the Chief Executive Officer and has been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing. Bank Details are reconciled against those invoices by two officers.</p>					
CHIEF EXECUTIVE OFFICER					
Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 134.01	22/07/2022	Alcolizer Technology	Druglizer LE5 Calibration Module Exchange	275.00	275.00
BP 134.02	22/07/2022	Australia's Golden Outback	Gold Membership - Australia's Golden Outback - 22/23	350.00	625.00
BP 134.03	22/07/2022	Bidfood Kalgoorlie	21/22 FY Consumables for Hoover House	110.51	735.51
BP 134.04	22/07/2022	Bitz Batteries	Supply 4 N20L Batteries for P833	975.35	1,710.86
BP 134.05	22/07/2022	Calimo Pty Ltd	To Undertake Re-Tiling and Associated Works at Leonora Swimming Pool as Per Tender 04/2022 Claim 1	103,950.00	105,660.86
BP 134.06	22/07/2022	Canine Control	Ranger Service for 2nd - 4th July, 2022	4,215.20	109,876.06
BP 134.07	22/07/2022	Central Hotel	Fruit Provided for NAIDOC Football from Women's Group and Accommodation for Hair Dresser Associated with Women's Group	429.40	110,305.46
BP 134.08	22/07/2022	City Of Kalgoorlie/Boulder	Cashless Welfare Program (Indue) Income Quarterly Contribution to Regional Hub Coordinator Position	20,521.13	130,826.59
BP 134.09	22/07/2022	DR Fitzgerald	Reimbursement of Costs Paid to Officeworks for the Production of 50 Laminated Posters for Cactus Control	264.70	131,091.29
BP 134.10	22/07/2022	Dynamic Gift International Pty Ltd	21/22 FY - Custom NAIDOC items for NAIDOC Week celebrations 2022	2,289.94	133,381.23
BP 134.11	22/07/2022	Eagle Petroleum (WA) Pty Ltd	Deliver Approximate 30,000L of Bulk Diesel @ \$1.849 ex GST	61,019.03	194,400.26
BP 134.12	22/07/2022	Goldfields Controlled Waste.	Pump Out Portaloo Blocks (4) at 4 Mile Following Darlot Determination	275.00	194,675.26
BP 134.13	22/07/2022	Goolarri Media Enterprises Pty Ltd	Goldfields Girl 2022 Sponsorship	8,250.00	202,925.26
BP 134.14	22/07/2022	GTN Services	Scheduled Service and Trailer Plugs Repair for P6	655.38	203,580.64
BP 134.15	22/07/2022	Kiara Reddingius	21/22 FY Return Flights Melbourne - Perth and Uber Trip to Perth Airport for Golden Gift 2022	787.96	204,368.60
BP 134.16	22/07/2022	Leonora Bush Missions.	Leonora Bush Mission Funding 2022	4,500.00	208,868.60

Accounts for Payment - August, 2022 Batch Payments 134 - 136

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 134.17	22/07/2022	LG Professionals WA	Young Professional Membership for K Lord, K Dubberley and 2022/23 Full Membership Dues for J Epis	831.00	209,699.60
BP 134.18	22/07/2022	Luck Thai Cleaning	Cleaning Of Shire Facilities 4/7/22 - 17/7/22 and Full Clean of Lot 250 Queen Victoria St After Repairs	7,672.50	217,372.10
BP 134.19	22/07/2022	Magnum Road Maintenance - MRM	Supply Grader Operator for Maintenance Grading on Leinster Downs 15/7/22 - 18/7/22	2,904.00	220,276.10
BP 134.20	22/07/2022	Marketforce	Publication in Kalgoorlie Miner for 16/7/22	475.55	220,751.65
BP 134.21	22/07/2022	McMahon Burnett Transport	Freight for Gwalia	75.65	220,827.30
BP 134.22	22/07/2022	Melissa Duncan	21/22 FY Reimbursement for Return Flight Melbourne to Perth for Golden Gift, 2022	540.78	221,368.08
BP 134.23	22/07/2022	Netlogic Information Technology	To Undergo Onsite Upgrades to Server and Aure AD 1 Year Subscription and Server and PC Monitoring, and Resolution of minor technical issues for Shire staff during July, 2022	7,880.00	229,248.08
BP 134.24	22/07/2022	Northern Goldfields Electrical Pty Ltd	Inspect and repair power tripping at 1 Queen Vic St and Repair Hoover House dining room air conditioner, tripping out	475.20	229,723.28
BP 134.25	22/07/2022	Outback Family History	Upkeep and Maintain Online Leonora Cemetery Records and History Page 2022/23	5,500.00	235,223.28
BP 134.26	22/07/2022	Penns Cartage Contractors	Freight for Depot	771.00	235,994.28
BP 134.27	22/07/2022	PFD Food Services Pty Ltd	Consumables for Hoover House	721.75	236,716.03
BP 134.28	22/07/2022	Pier Street Medical	Quarterly Medical Services Provisional and Administrative Support Payment for 1/7/22 - 30/9/22	65,720.73	302,436.76
BP 134.29	22/07/2022	TAPS Industries Pty Ltd	Septic Maintenance for White House Gwalia and Repair A/C Heating in EHO Office	259.52	302,696.28
BP 134.30	22/07/2022	Tradelink Pty Ltd	Supply 2 New 12 Station Retic Controllers for the Oval	685.89	303,382.17
BP 134.31	22/07/2022	State Library of WA	Better Beginnings 2022/23	99.00	303,481.17
Total - Batch Payment 134				303,481.17	
BP 135.01	29/07/2022	AYA Group Pty Ltd	Consumables Provided to the Childcare Centre, Hoover House, Main Office, CRC, Information Centre, NAIDOC Week and Supplies for Leinster Downs Road	1,847.66	305,328.83
BP 135.02	29/07/2022	Bunnings Building Supplies Pty Ltd	Fencing and Screen Materials for Lot 250 Queen Victoria St	438.77	305,767.60

Accounts for Payment - August, 2022 Batch Payments 134 - 136

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 135.03	29/07/2022	Cherie Zagorianos.	Rent for 2 Shop Space in Tower St for Nyunngaku Women's Group August, 2022	1,300.00	307,067.60
BP 135.04	29/07/2022	Cooper Fluid Systems	Supply New Davey Bare Shaft Pump for Water Cart	4,347.20	311,414.80
BP 135.05	29/07/2022	Eagle Petroleum (WA) Pty Ltd	1000L Pod of Ad Blue and Hydraulic Oil and Fuel Cards for Shire Cars	8,352.96	319,767.76
BP 135.06	29/07/2022	Executive Media Pty Ltd	Advertising in Caravanning Australia Winter 2022	1,150.00	320,917.76
BP 135.07	29/07/2022	Goldfields Truck Power	Filters and Parts for P438 and P833	4,463.37	325,381.13
BP 135.08	29/07/2022	GTN Services	New Tyre Mount for P2 and Scheduled Service for P306	383.49	325,764.62
BP 135.09	29/07/2022	Horizon Power	Fees and Charges LOT 96 Tower St 22/6/22 - 20/7/22 24 386 8	574.20	326,338.82
BP 135.10	29/07/2022	Kalgoorlie Boulder Visitor Centre	Advertising in Kalgoorlie Boulder Holiday Planner 2022/2023	390.00	326,728.82
BP 135.11	29/07/2022	Leonora Pharmacy -	Restock 2 First Aid Kits for Gwalia	277.00	327,005.82
BP 135.12	29/07/2022	LG Professionals WA	2022/23 Full Membership for L Trevenen and 2022/23 Young Professional Membership for A Baxter	681.00	327,686.82
BP 135.13	29/07/2022	Lillyco Accessories Australia PTY LTD	Jewellery for Resale at Gwalia	1,154.56	328,841.38
BP 135.14	29/07/2022	Magnum Road Maintenance - MRM	Supply Grader Operator Leinster Station Road to Albion Downs Yeelirrie 19/7/22 - 25/7/22	5,082.00	333,923.38
BP 135.15	29/07/2022	Moore Australia	21/22 FY Statutory Compliance Services Quarterly Fee (1 April, 2022 to 30 June, 2022) and Analysis of FBT Questionnaire and Preparations	21,105.81	355,029.19
BP 135.16	29/07/2022	Outback Parks&Lodges	Ranger Accommodation and Meals for 18/7/22	231.00	355,260.19
BP 135.17	29/07/2022	OWNA Corp Pty Ltd	Premium App Subscription for Childcare Centre 22/7/22 - 21/8/22	30.00	355,290.19
BP 135.18	29/07/2022	Penns Cartage Contractors	Freight for Depot	582.51	355,872.70
BP 135.19	29/07/2022	Stephen Michael Foundation	21/22 - Funding Assistance to Provide Youth Activity \$300 a Fortnight plus GST not to Ex	485.76	356,358.46
BP 135.20	29/07/2022	Telstra	Fees and Charges for CRC 10/7/22 - 10/8/22	2,511.17	358,869.63
BP 135.21	29/07/2022	Toll Transport Pty Ltd	Freight for Oval	11.86	358,881.49
BP 135.22	29/07/2022	Water Corporation	Fees and Charges 17/5/22 - 19/7/22 for Shire Properties	21,350.59	380,232.08
BP 135.23	29/07/2022	Western Australian Local Government Ass.	Membership, Procurement Services, Tax Services, Council Connect, Local Laws Service and Governance Service	26,610.78	406,842.86
Total - Batch Payment 135				103,361.69	

Accounts for Payment - August, 2022 Batch Payments 134 - 136

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 136.01	05/08/2022	A Flash of Life	Consultancy and Assorted Works in Relation to the #SafetLeonora Community Work	10,000.00	416,842.86
BP 136.02	05/08/2022	BOC Limited	Monthly Container Service for Depot and Medical Centre	132.21	416,975.07
BP 136.03	05/08/2022	Canine Control	Ranger Service for 17/7/22 - 19/7/22	4,215.20	421,190.27
BP 136.04	05/08/2022	Central Regional TAFE.	Excel and Word Training for P Tavake and C Cotterill	1,180.00	422,370.27
BP 136.05	05/08/2022	Chefmaster Australia	6 Cartons of each 80L, 100L and 120L Bin Liners	2,132.46	424,502.73
BP 136.06	05/08/2022	Corrigin Windmill Motel	Accommodation for D Hadden 28/7/22 - 30/7/22	240.00	424,742.73
BP 136.07	05/08/2022	Donovan Payne Architects	Engineering and Building Consultancy, Architectural and Project Management for Ageing in Place P...	29,304.00	454,046.73
BP 136.08	05/08/2022	Eagle Petroleum (WA) Pty Ltd	Fees and Charges for July, 2022 Fuel Cards	2,396.24	456,442.97
BP 136.09	05/08/2022	Earth Australia Contracting Pty Ltd	To Erect Leonora Airport Security Fence and 8.5kg Gas Bottle for Oval BBQ	93,513.00	549,955.97
BP 136.10	05/08/2022	Flex Industries Pty Ltd	Air Fittings, Hose Clamps and Ring Feeder Parts for P833	410.00	550,365.97
BP 136.11	05/08/2022	Goldfields Mining Supplies	Assorted Fittings foe Stand Pipe at Depot	768.34	551,134.31
BP 136.12	05/08/2022	GTN Services	HV First Examination of Registration of P11521 Community Bus	239.50	551,373.81
BP 136.13	05/08/2022	Heatley's Sales Pty Ltd	Cordless Grease Gun for Depot and Toilet Paper and Paper Towel for Airport	1,164.28	552,538.09
BP 136.14	05/08/2022	Horizon Power	Fees and Charges for LOT 16 Tower St	1,693.56	554,231.65
BP 136.15	05/08/2022	Juwest Pty Ltd	Repair Taps at Pools Plant Room and Installation of Public use Standpipe - Electronic Monitor	9,814.42	564,046.07
BP 136.16	05/08/2022	Landgate	Gross Rental Valuations Chargeable Schedule NO: G 2022/7 and Mining Tenements Chargeable Schedule NO. M2022/7	281.22	564,327.29
BP 136.17	05/08/2022	Leonora Post Office	Postage for Main Office and Information Centre and 1 Set of Head Phones for CRC and New Phone for CDC Hub Coordinator	732.04	565,059.33
BP 136.18	05/08/2022	Magnum Road Maintenance - MRM	Supply Grader Operator for Maintenance Grading on Various Shire Roads 26/7/22 - 1/8/22	5,082.00	570,141.33
BP 136.19	05/08/2022	Marketforce	Publication in Kalgoorlie Miner 9th July 2022, Shire meetings 2022/23 and FCO 2022/23	1,573.66	571,714.99

Accounts for Payment - August, 2022 Batch Payments 134 - 136

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 136.20	05/08/2022	McMahon Burnett Transport	Freight for Main Office	104.21	571,819.20
BP 136.21	05/08/2022	NAPA Auto Parts	Supply 1 Cel-Fi-Go Unit for Depot and Consumables for Grader Camp	1,573.55	573,392.75
BP 136.22	05/08/2022	Netlogic Information Technology	Server and PC Monitoring, and Resolution of minor technical issues for July, 2022	254.00	573,646.75
BP 136.23	05/08/2022	Outback Grave Markers	Donation for Cemetery Plaques	27,500.00	601,146.75
BP 136.24	05/08/2022	Penns Cartage Contractors	Freight for Depot	243.47	601,390.22
BP 136.25	05/08/2022	PFD Food Services Pty Ltd	Consumables for Hoover House	1,605.45	602,995.67
BP 136.26	05/08/2022	Prosegur Australia Pty Ltd	ATM Fees and Charges July, 2022	2,922.57	605,918.24
BP 136.27	05/08/2022	Reward Hospitality	Consumables for Hoover House	160.46	606,078.70
BP 136.28	05/08/2022	RF Young	Install Signs and Post on Mt Ida Road and Audit Signage on Darlot, Weebo, Wonganoo and Old Agnew Roads	14,549.49	620,628.19
BP 136.29	05/08/2022	Shire Of Leonora - Rates	Shire Rates 2022/23	53,879.68	674,507.87
BP 136.30	05/08/2022	Skippers Aviation Pty Ltd	Return Flights from Perth to Leonora 17/8/22 - 19/8/22 for D Burnside	874.00	675,381.87
BP 136.31	05/08/2022	Squire Patton Boggs	Reviewing, Amending and Drafting of Lease to Horizon Power	658.90	676,040.77
BP 136.32	05/08/2022	Stephen Michael Foundation	Financial Contribution 2022/23 FY - Youth Programs within the Community	44,000.00	720,040.77
BP 136.33	05/08/2022	Toll Transport Pty Ltd	Freight for Depot	350.66	720,391.43
BP 136.34	05/08/2022	Vanguard Press	Freight and Handling of Northern Goldfields Tourism Maps and Brochures	565.74	720,957.17
BP 136.35	05/08/2022	Water Corporation	Fees and Charges for LOT 96 Tower St 1/7/22 - 30/6/23	240.16	721,197.33
BP 136.36	05/08/2022	Whitehouse Hotel	Morning Tea for Stephen Michael Foundation at J. G. Epis Centre 19th July, 2022	750.00	721,947.33
Total - Batch Payment 136				315,104.47	
GRAND TOTAL				721,947.33	

Accounts for Payment - August, 2022 Cheques & Payroll Liabilities

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 16th August, 2022					
The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions contain Cheques 25835 to 25836 and Payroll Liability payments since the previous list of accounts paid by Delegated Authority totalling \$196,013.50					
CHIEF EXECUTIVE OFFICER					
Cheque	Date	Name	Item	Payment by Delegated Authority	<i>Balance</i>
25835	21/07/2022	Australian Taxation Office	BAS June 2022	2,703.00	2,703.00
25836	04/08/2022	Wendy Dimer	Refund for Hoover House accommodation unable to travel	215.00	2,918.00
PL26072022	28/07/2022	Shire of Leonora	Payroll deductions PPE: 25/07/2022	1,891.34	4,809.34
PPE08082022	09/08/2022	Shire of Leonora	Salaries & Wages PPE: 8/08/2022	93,486.81	98,296.15
PPE25072022	26/07/2022	Shire of Leonora	Salaries & Wages PPE: 25/07/2022	97,717.35	196,013.50
GRAND TOTAL				196,013.50	

10.0 REPORTS**10.4 ENVIRONMENTAL HEALTH OFFICER REPORTS**

Nil

10.0 REPORTS**10.5 ELECTED MEMBERS REPORTS**

Nil

11.0 APPLICATIONS FOR LEAVE OF ABSENCE

Councillor F Harris requested a leave of absence from the meeting to be held today, 16th August, 2022.

COUNCIL DECISION

Moved: Cr LR Petersen

Seconder: Cr RA Norrie

That Councillor F Harris be granted a leave of absence from the meeting to be held today, 16th August, 2022.

CARRIED (6 VOTES TO 0)

12.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13.0 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

14.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**14.1 ELECTED MEMBERS**

Nil

14.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**14.2 OFFICERS**

Nil

15.0 MEETING CLOSED TO PUBLIC**15.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

15.0 MEETING CLOSED TO PUBLIC**15.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC****16.0 STATE COUNCIL AGENDA**

Nil

THE CHAIRPERSON, SHIRE PRESIDENT PJ CRAIG ADJOURNED THE MEETING AT 9:50AM FOR A SHORT BREAK

THE MEETING RESUMED AT 10:00AM WITH ALL THOSE PREVIOUSLY LISTED IN THE RECORD OF ATTENDANCE PRESENT AS WELL AS THE ACTING CHIEF EXECUTIVE OFFICER FOR THE SHIRE OF LAVERTON, MR PHIL MARSHALL, SHIRE OF LAVERTON PRESIDENT, MR PATRICK HILL, AND THE ASSISTANT MINISTER OF SOCIAL SERVICES THE HON JUSTINE ELLIOTT AND HER TEAM.

SHIRE PRESIDENT, CR PJ CRAIG WELCOMED THE VISITORS TO THE MEETING, AND INVITED THE HON JUSTINE ELLIOTT TO ADDRESS THE MEETING.

THE HON J ELLIOTT SPOKE TO COUNCIL REGARDING THE PLAN FOR THE CURRENT GOVERNMENT TO CEASE THE CASHLESS DEBIT CARD (CDC) BY DECEMBER, 2022, AND ASKED TO HEAR THE COUNCIL'S VIEWS REGARDING THIS DECISION AND THE CDC IN GENERAL.

AN OVERVIEW OF THE VOLUNTARY CASH MANAGEMENT OPTION WAS ADDITIONALLY PROVIDED.

THE SHIRES OF LAVERTON AND LEONORA RAISED CONCERNS REGARDING THE IMPACT ON THE COMMUNITIES BY REMOVING THE CDC CARD, INCLUDING:

- ELEVATED ABUSE; PHYSICAL AND CONSUMPTION (ALCOHOL & DRUG)

CREATING EXCESSIVE PRESSURES ON

- HEALTH / DOCTOR SERVICES
- POLICE / CRIME MANAGEMENT
- AMBULANCE / FLYING DOCTOR SERVICES AND THE
- IMPACT ON THE COMMUNITY AND ITS RESIDENTS AND
- UNDESIRABLE IMPRESSION TO FUTURE RESIDENTS AND FAMILIES CONSIDERING LIVING IN AREA

AS IT STANDS, THE LOCAL GOVERNMENTS ARE PROVIDING THEIR OWN SOURCE FUNDS TO SUPPORT THESE CRITICAL SERVICES, AND WOULD LIKE ADDITIONAL SUPPORT FROM FEDERAL AND STATE GOVERNMENT AGENCIES. IN PARTICULAR, THE STATE GOVERNMENT NEED TO STEP UP AND PROVIDE MORE SUPPORT.

CURRENTLY, BACK UP SERVICES ARE INSUFFICIENT TO SUPPORT COMMUNITY REQUIREMENTS. BOTH SHIRES EXPRESSED A NEED FOR SOMEONE WHO WAS LOCAL, OR LIVED WITHIN THE COMMUNITY AND NOT JUST DRIVING IN FOR 1 OR 2 DAYS EVERY OTHER MONTH.

DISCUSSIONS WERE HELD AROUND EDUCATION AND THE ENGAGEMENT OF STUDENTS TO ASSIST WITH FINANCIAL AND PERSONAL DEVELOPMENT.

CONCERNS REGARDING THE HOUSING ISSUES WITHIN THE COMMUNITY WERE ALSO RAISED FOR THE HON JUSTINE ELLIOTT'S COMMENT.

17.0 NEXT MEETING

Tuesday 20th September 2022

18.0 CLOSURE OF MEETING

There being no further business, the Chairperson, Shire President, Cr PJ Craig declared the meeting closed at 10:50am.