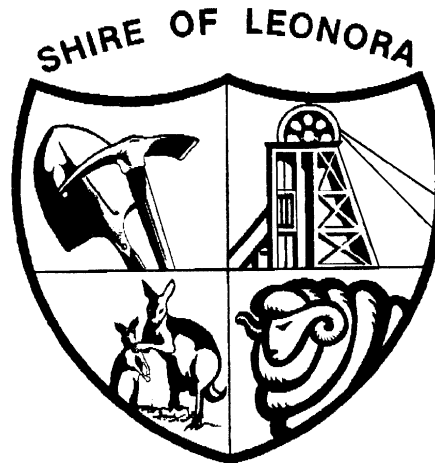


SHIRE OF LEONORA

#SAFERLEONORA COMMITTEE MEETING MINUTES



**MINUTES OF #SAFERLEONORA COMMITTEE
MEETING HELD
IN SHIRE CHAMBERS, LEONORA
ON MONDAY 28TH AUGUST, 2023
COMMENCING AT 2:03PM.**

1. DECLARATION OF OPENING

1.1 The Chairperson, Ms Naomi Sprigg Dos Santos declared the meeting open at **2:03PM**

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

2.1 Attendees

Committee Members:

Dept of Health (<i>Chairperson</i>)	Ms Naomi Sprigg Dos Santos
Community Representative (<i>Deputy Chair</i>)	Ms Marie Pointon
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
Dept of Education	Ms Margaret Butterwood
Minara Resources	Ms Jenna Whistler

Committee Ex-Officio Members:

Chief Executive Officer	Mr Ty Matson
Shire of Leonora	Ms Kiara Lord
Stephen Michael Foundation	Mr Andrew McCarrey
Dept of Justice	Ms Bree Blokland
Macmahon	Mr Michael Naughton
Shooting Stars	Ms Shelley Coleman

Guests:

Youth Community Member	Macky Blake
Shire of Leonora	Mr Alex Baxter

2.2 Apologies

Committee Members:

Dept of Communities	Mr Michael Saunders
Wongatha Community Representative	Mr Calvin Ashwin
Nyunnga-Ku	Ms Colleen Berry
Leonora Youth Centre	Mr Rene Reddingius

Committee Ex-Officio Members:

PCYC Kalgoorlie	Ms Julie Beeson
St Barbara	Ms Rachel Blacker
DLGSCI	Ms Kelly Waterhouse (Via Zoom)
Dept of Justice	Ms Bree Blokland
Macmahon	Mr Michael Naughton
Shooting Stars	Ms Shelley Coleman

3. DISCLOSURE OF INTERESTS

Nil

4. PUBLIC QUESTION TIME

4.1 Response to previous public questions taken on notice

Nil

4.2 Public Question Time

Nil

5. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

COMMITTEE DECISION

Moved Cr LR Petersen, seconded Ms M Pointon, that the Minutes of the #SaferLeonora Committee Meeting held on 17th June, 2023 be confirmed as a true and accurate record.

CARRIED (9 VOTES TO 0)

***For: J Whistler, M Butterwood, J Lys, R McCleery, J Cresswell,
Cr RA Norrie, Cr LR Petersen, M Pointon, N Sprigg Dos Santos***

6. ANNOUNCEMENTS FROM PRESIDING MEMBER

Nil

7. COMMITTEE REPORTS

7.1 TERMS OF REFERENCE & DELIVERY PLAN REVIEW

SUBMISSION TO:	#SaferLeonora Committee Meeting Meeting Date: 28 th August 2023
AGENDA REFERENCE:	7.1. #SLC AUG 23
SUBJECT:	Terms of Reference & Delivery Plan Review
REPORTING OFFICER	Kiara Lord
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:	Kiara Lord
OFFICER:	Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	23 rd August, 2023
BRIEF:	To review the #SaferLeonora Committee Terms of Reference and Delivery Action Plan prior to Council's meeting November 2023.
SUPPORTING DOCUMENTS	<ol style="list-style-type: none">1. #SaferLeonora Committee Terms of Reference2. #SaferLeonora Delivery Action Plan

BACKGROUND

The first meeting of the #SaferLeonora Committee was 12 months ago on the 9th August, 2022. As part of the adopted Terms of Reference, Tenure of Membership shall be in accordance with the Local Government Act, section 5.11, ie, until the next scheduled local government ordinary elections. At the ordinary Council Meeting to be held 21st November, 2023, the Shire of Leonora council will be required to review the Committee, its purpose, and its membership before endorsing it for another term. It is expected that the Committee will continue to be a Committee of Council, and a review by the current committee of the Membership (full voting rights), Ex-Officio Members, and Delivery Action Plan is being proposed.

Proposed Changes to Terms of Reference:

1. Clarification on Membership terminology

A definition of Membership, and Standing Ex-Officio Members to be included in the Terms of Reference as follows:

- **Membership** – Committee Members with full voting rights at all #SaferLeonora Committee Meetings. In-Person attendance by the member or their proxy is preferred, and an apology provided should they be unable to attend any scheduled or special meetings. 50% of Committee Members must be present for a quorum.
- **Ex-Officio Member** – Committee members without voting rights in #SaferLeonora Committee Meetings, but who contribute valuable information and/or insight into the Community's needs, and therefore help to inform decisions made by the Committee. Attendance is not required, and can be in-person, by proxy or virtual. Apologies for non-attendance can be submitted but aren't required.

2. Alteration to Membership Composition

To better meet the quorum requirement of 50% membership in attendance, it is proposed that membership be reduced by 2 positions (From 13 to 11), and these become Ex-Officio members instead. Composition as follows:

Membership

- 2 Elected Members
- 1 Officer in Charge at Leonora Police Station
- 1 Hope Community Services Representative
- 1 Department of Communities (DPFS) Representative
- 1 Department of Education Representative
- 1 Youth Centre Representative
- 1 Department of Health Representative
- 1 Darlot Group Representative (*new*)
- 2 Community Representatives

Standing Ex-Officio Members

- Chief Executive Officer / Nominated representative
- 1 Stephen Michael Foundation Representative
- 1 PCYC Representative
- 1 Department of Justice Representative
- 1 Shooting Stars Representative
- 1 DLGSCI Representative
- 1 Minara Resources Representative (*previously Member*)
- 1 Genesis Minerals Representative (*previously St Barbara's*)
- 1 MacMahon Representative
- 1 WALGA (Road Safety) Representative
- 1 DFES Representative (by invitation)
- 1 BHP Nickel Representative (*New*)
- 1 Red 5 Representative (*New*)
- 1 Northern Star Resources Representative (*New*)
- 1 Aboriginal Resident's Group (*New*)
- 1 Centrecare representative (*Currently Member*)
- 1 Nyunnga-ku Women's Group Representative (*Currently Member*)

Review of 2022/2023 3SaferLeonora Delivery Plan

As it is now the 2023/2024 financial year, it would be in the Committee's interest to review the current #SaferLeonora Delivery Plan and identify any actions that may need to be added, clarified or removed to best serve the Committee's future goals.

The reviewed plan can then be put to Council for their 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 its Social Objective – An empowered and spirited community.

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.

The Terms of Reference further refer to sections 5.11, 5.14, 5.21, 5.22, 5.23, and 5.65 of the *Local Government Act 1995*

FINANCIAL IMPLICATIONS

There are no financial 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
Financial	Nil	Nil	Nil	Nil	Nil
Environmental	Nil	Nil	Nil	Nil	Nil
Reputation	Nil	Nil	Nil	Nil	Nil
Service Delivery / Business Interruption	Nil	Nil	Nil	Nil	Nil
Legislative / Regulatory / Policy / Occupational Safety & Health	Nil	Nil	Nil	Nil	Nil

RECOMMENDATION

That the Committee;

- 1) Endorse the reduction of full-voting members from 13 members to 11 to allow for a quorum to be more easily achieved in the future
- 2) Endorse the proposed changes to the Membership and Standing Ex-Officio Membership positions as noted
- 3) Initiate a review of the current #SaferLeonora Delivery Plan, and provide any changes/updates for consideration at the October Committee Meeting

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION

Moved Mr J Cresswell seconded Ms M Pointon that the Committee;

- 1) Endorse the reduction of full-voting members from 13 members to 11 to allow for a quorum to be more easily achieved in the future
- 2) Endorse the proposed changes to the Membership and Standing Ex-Officio Membership positions as noted
- 3) Initiate a review of the current #SaferLeonora Delivery Plan, and provide any changes/updates for consideration at the October Committee Meeting

CARRIED (9 VOTES TO 0)

***For: J Whistler, M Butterwood, J Lys, R McCleery, J Cresswell,
Cr RA Norrie, Cr LR Petersen, M Pointon, N Sprigg Dos Santos***

7.0 COMMITTEE REPORTS

7.2 PROPOSED ALTERNATIVE FUNDING REQUEST – COMMUNITY LED INITIATIVE GRANT

SUBMISSION TO:	#SaferLeonora Committee Meeting Meeting Date: 28th August, 2023
AGENDA REFERENCE:	7.2. #SLC AUG 23
SUBJECT:	Proposed alternative funding request Community Led Initiative Grant
REPORTING OFFICER	Ty Matson
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:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	24th August, 2023
BRIEF:	This report requests the Committee to consider a funding request to the Department of Social Services for the Leonora Community Led Initiatives Grant
SUPPORTING DOCUMENTS	1. Women’s Hub Community Application (Original)

BACKGROUND

On 9 August 2023 the Department of Social Services wrote to the Shire of Leonora seeking the Shire to auspice the Leonora Community-led Initiative (LCLI) grant on behalf of the Nyunnga-ku Womans Group. The grant was for \$200,000.

The objective of the LCLI grants program is to support the social and economic participation of vulnerable and disadvantaged recipients of a Social Security payment/s (eligible recipient) in the former Cashless Debit Card (CDC) trial sites of Leonora and surrounds by enabling the development and delivery of community-led solutions that address identified needs and place people on long-term pathways towards self-reliance with the following;

- a. Services that prevent domestic and family violence and support victims of such violence;
- b. Services that provide assistance to unemployed persons so that they may prepare for, and find work;
- c. Services that provide treatment, rehabilitation, case management services and training assessments for people with mental illness;
- d. Services that support families so as to ensure the safety and wellbeing of children;
- e. Services that assist youth to prepare for training and employment;
- f. Services that assist recipients of a social security payment/s to manage their payment, including improvement of their financial and digital literacy;
- g. Infrastructure which facilitates recipients of a social security payment to access the internet; and
- h. Projects which create jobs for recipients of social security payments

To be eligible the grant activity must:

- Be delivered in Leonora and surrounding communities; and
- Support members of the local communities in Leonora and surrounding communities.

Costs the grant can be used for are:

- staff salaries, on-costs and salaries or payments to Social Security recipients, as applicable, which can be directly attributed to the provision of the grant program in the identified service area as per the grant agreement;
- employee training provided to paid and unpaid staff, including Committee and Board members, that is relevant, appropriate and in line with the grant program;

- operating and administration expenses (up to 10% of grant) directly related to the project as per the grant agreement, such as:
 - telephones
 - rent and outgoings
 - computer/ IT/website/software
 - insurance
 - utilities
 - postage
 - stationery and printing
 - accounting and auditing
 - domestic travel (if COVID 19 permits)/accommodation costs
 - leasing of vehicles for activities directly related to the project, such as providing transport to program participants;
 - assets that can be reasonably attributed to meeting agreement deliverables.

The following are ineligible activities:

- Projects that have already commenced or are completed;
- Purchase of land;
- Wages not related to the direct delivery of the funded activity;
- Major capital expenditure;
- Costs incurred in the preparation of a grant application or related documentation;
- Subsidy of general ongoing administration of an organisation such as electricity, phone and rent;
- Major construction / capital works;
- Overseas travel; and
- Activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

The Shire declined to provide auspicing for the grant on behalf of Nyunnga-ku and is working with members of the group to resolve the current situation. During a meeting with DSS staff the Shire proposed that an alternative grant submission be placed by the Shire. It was proposed that the #SaferLeonora Committee develop a list of priorities for consideration. Final agreement of the grant will be required by both DSS and the Leonora Shire Council.

An initial review of the Safer Leonora Committee priorities has indicated the following projects may be suitable:

Option 1: Seek funding as per the Women’s Community Hub application previously accepted by DSS – \$200,927.40 (as attached)

Option 2: Seek funding for the following items in line with the #SaferLeonora Plan - \$200,000

- Reintroduce ‘Hot Lunch Program’ to provide vulnerable children access to food (2.1.3) - \$50,000
- Healthy cooking workshops (2.1.3) - \$25,000
- Indigenous culture showcase; workshops, craft groups (2.4.1) - \$50,000
- Culture based youth activities; youth camp, tool making workshops (2.4.2) - \$45,000
- Family based activities with a focus on parent/child interaction (2.4.3) - \$30,000

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 its Social Objective – An empowered and spirited community.

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.

FINANCIAL IMPLICATIONS

If the grant is accepted consideration will need to be given to amend the Shire of Leonora's budget. This will depend on how the funds are distributed. The Shire will need accept the risk if it agrees to auspicing funds on behalf of other organisations.

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
Financial	A successful result will incur unbudgeted income/expenditure	Almost Certain	Moderate	High	Budget Amendment required
Environmental	Nil	Nil	Nil	Nil	Nil
Reputation	Refusal to auspice funds can result in poor public perception of Shire	Possible	Moderate	Medium	The Shire through the committee to ensure funds are utilised in a way that is in line with the original intention of the LCLI Grant
Service Delivery / Business Interruption	Nil	Nil	Nil	Nil	Nil
Legislative / Regulatory / Policy / Occupational Safety & Health	Nil	Nil	Nil	Nil	Nil

RECOMMENDATION

That the Committee endorse the submission to DSS of Option 1 for the LCLI Grant.

OR

That the Committee endorse the submission to DSS of Option 2 for the LCLI Grant

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION

Moved Ms R McCleery seconded Mr J Creswell that the Committee endorse the submission to DSS of Option 1 for the LCLI Grant.

CARRIED (9 VOTES TO 0)

***For: J Whistler, M Butterwood, J Lys, R McCleery, J Cresswell,
Cr RA Norrie, Cr LR Petersen, M Pointon, N Sprigg Dos Santos***

7.0 COMMITTEE REPORTS

7.3 #SAFERLEONORA DELIVERY PLAN & AGENCY UPDATES

SUBMISSION TO:	#SaferLeonora Committee Meeting Meeting Date: 28 th August 2023
AGENDA REFERENCE:	7.3. #SLC AUG 23
SUBJECT:	#SaferLeonora Delivery Plan & Agency Updates
REPORTING OFFICER	Kiara Lord
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:	Kiara Lord
OFFICER:	Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	23 rd August, 2023
BRIEF:	To provide an opportunity for staff, and external groups/agencies to review and discuss pertinent matters relating to the safety of the local community
SUPPORTING DOCUMENTS	<ol style="list-style-type: none">1. #SaferLeonora Delivery Plan Progress (Complete)2. #SaferLeonora Delivery Plan Progress (all)

BACKGROUND

To assist in the committee's ability to progress towards achieving the goals of the #SaferLeonora Delivery Plan, a list of actions has been developed and is able to be continually updated by relevant committee members to demonstrate progress towards achieving each point as noted.

Progress continues to be made in actioning this plan, and provided alongside this agenda are PDFs of the completed actions, as well as all remaining actions to be addressed this financial year. To date, 40 tasks have successfully been completed. This number does include items where no further action is required, or can be actioned. Though it is important to note that actions that have been unable to be successfully completed still provide greater insight into the needs of the community, and the capability for the #SaferLeonora Committee to provide for these.

A further benefit of committees such as the #SaferLeonora Committee is the ability for external groups to provide an update on initiatives, challenges and opportunities that the local community is facing, relaxing the burden of reporting such updates during Council meetings. Relevant external groups and agencies may present pertinent matters of discussion related to the area of community safety and crime prevention, as well as any other programs or activities relating to external groups/agencies.

To allow for discussion of pertinent matters by staff and external groups/agencies and provide comments/input into the current state of the #SaferLeonora Delivery Plan, it is being recommended that standing orders are suspended for a short period.

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 its Social Objective – An empowered and spirited community.

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.

FINANCIAL IMPLICATIONS

There are no financial 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
Financial	Nil	Nil	Nil	Nil	Nil
Environmental	Nil	Nil	Nil	Nil	Nil
Reputation	Nil	Nil	Nil	Nil	Nil
Service Delivery / Business Interruption	Nil	Nil	Nil	Nil	Nil
Legislative / Regulatory / Policy / Occupational Safety & Health	Nil	Nil	Nil	Nil	Nil

RECOMMENDATION

That the Committee;

- 1) accept the update on the progress of the #SaferLeonora Delivery Plan to date; and
- 2) suspends standing orders to allow further discussion pertaining to group/agency updates, including updates specific to the #SaferLeonora Smartsheet, to resume once discussion has been completed.

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION

Moved Ms M Pointon seconded Ms R McCleery that the Committee;

- 1) accept the update on the progress of the #SaferLeonora Delivery Plan to date; and
- 2) suspends standing orders to allow further discussion pertaining to group/agency updates, including updates specific to the #SaferLeonora Smartsheet, to resume once discussion has been completed.

CARRIED (9 VOTES TO 0)

***For: J Whistler, M Butterwood, J Lys, R McCleery, J Cresswell,
Cr RA Norrie, Cr LR Petersen, M Pointon, N Sprigg Dos Santos***

Chairperson, Ms Naomi Sprigg Dos Santos suspended standing orders at 2:32pm

RESUMPTION OF STANDING ORDERS

COMMITTEE DECISION

Moved Ms M Pointon seconded Ms R McCleery that the Committee resume standing orders to proceed with the rest of the items on the Agenda.

CARRIED (8 VOTES TO 0)

***For: J Whistler, J Lys, R McCleery, J Cresswell, Cr RA Norrie, Cr
LR Petersen, M Pointon, N Sprigg Dos Santos***

Standing orders resumed at 2:48PM with all those previously listed in the record of attendance present, except for Ms Margaret Butterwood, Mr Macky Blake and Mr Andrew McCarrey.

8. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

The Chairperson, Ms Naomi Sprigg Dos Santos provided an opportunity for an update on items as noted at the last meeting, these being:

- CLSF closure this week, and an application will be put in for the #SaferLeonora Committee to take advantage of this.
- Minara Community Fund is currently open and accepting applications. This can be a multi-year project if needed.
- Shire of Leonora have been working alongside Naomi regarding the Safe House for Leonora, and notes that a stop-gap opportunity may be presenting itself in refitting an existing house, while further progress is made towards a Purpose-Built Facility, however this is a 4-5 year project. Meetings have been progressing well and there's a potential house available which can be refitted to include a saferoom. It will be something that the Shire will seek funding to achieve.
- Centrecare are applying to the Open round of the CLSF fund to reinstate a perpetrator program that can be tied into the school as well as the youth centre once the new structure has been finalised. The goal with this funding is to help foster knowledge regarding healthy relationships.
- Youth Centre structure almost finished – aiming to have it reopening in two weeks and getting as many kids involved as possible. Community feedback from members as well as agencies have been positive regarding this change.
- Swimming Pool is scheduled to reopen on time this season, following the Bush Missions Visit in the first week of the September School Holidays.

9. DATE OF NEXT MEETING

Tuesday 30th October, 2023 at 2:00pm in the Shire of Leonora Council Chambers.

10. DECLARATION OF CLOSURE

There being no further business, the Chairperson, Ms Naomi Sprigg Dos Santos declared the meeting closed at **3:08pm**.