

SHIRE OF LEONORA

NOTICE OF A #SAFERLEONORA COMMITTEE MEETING AGENDA



DEAR COMMITTEE MEMBER,
THE NEXT #SAFERLEONORA COMMITTEE MEETING WILL BE HELD ON MONDAY, 30TH
OCTOBER, 2023 AT THE SHIRE OF LEONORA COUNCIL CHAMBERS, TOWER STREET
LEONORA AT 2:00PM

A handwritten signature in black ink, appearing to be "T Matson", is written above a horizontal line.

T MATSON
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by pursuing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

SHIRE OF LEONORA

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1. DECLARATION OF OPENING

2. ATTENDANCE

2.4 APOLOGIES

2.5 APPROVED LEAVE OF ABSENCE

3. DISCLOSURE OF INTERESTS

4. PUBLIC QUESTION TIME

4.4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.5 PUBLIC QUESTION TIME

5. CONFIRMATION OF MINUTES

(Sent out previously)

Draft Motion: That the Minutes of the #SaferLeonora Committee Meeting held on 28th August, 2023 be confirmed as a true and accurate record.

6. ANNOUNCEMENTS FROM PRESIDING MEMBER

7. COMMITTEE REPORTS

7.1 ENDORSEMENT OF TERMS OF REFERENCE

SUBMISSION TO:	#SaferLeonora Committee Meeting Meeting Date: 30 th October, 2023
AGENDA REFERENCE:	7.1. #SLC AUG 23
SUBJECT:	Endorsement of Terms of Reference
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:	27 th October, 2023
BRIEF:	To endorse the updated #SaferLeonora Committee Terms of Reference 2022 – 2027 for presentation to Council
SUPPORTING DOCUMENTS	1. #SaferLeonora Committee Terms of Reference

BACKGROUND

At the #SaferLeonora Committee Meeting on the 28th August, 2023, the committee moved the following resolution:

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

As a result of points 1 and 2 of the above, a revised #SaferLeonora Committee Terms of Reference document has been drafted, and is attached for the review.

In this Draft, Terms of Reference points 3 and 4 are updated to the following:

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:

- 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
- 2 Community Representatives

Note:

Membership means 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 (As per item 10.3)

4. Standing Ex-Officio Members

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

Note:

Standing Ex-Officio Member means 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.

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.

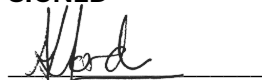
Risk Category	Description	Likelihood	Consequence	Rating	Mitigation
Performance	Nil	Nil	Nil	Nil	Nil
Financial	Nil	Nil	Nil	Nil	Nil
Environmental	Nil	Nil	Nil	Nil	Nil
Reputation	Nil	Nil	Nil	Nil	Nil
Service Delivery / Business Interruption	Nil	Nil	Nil	Nil	Nil
Legislative / Regulatory / Policy / Occupational Safety & Health	Nil	Nil	Nil	Nil	Nil

RECOMMENDATION

That the Committee endorse the #SaferLeonora Committee Terms of Reference 2022-2027 as attached, for presentation to Council at their next Ordinary Meeting.

VOTING REQUIREMENT

Simple Majority

SIGNED

Responsible Officer

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.

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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;

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.

- 8. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**
- 9. DATE OF NEXT MEETING**
Monday 4th December, 2023 at 2:00pm
- 10. DECLARATION OF CLOSURE**