

Shire of Denmark



PUBLIC HEALTH PLAN WORKING GROUP

TERMS OF REFERENCE

1.0 NAME

The name of the Working Group shall be the Shire of Denmark Public Health Plan Working Group, hereinafter referred to in its abbreviated form as the Working Group.

2.0 ESTABLISHMENT

The Working Group was;

- established 19 November 2019 / Resolution No. 211119;
- May 2020 - stood down due to resource / financial restrictions of the Shire due to COVID-19; and
- re-established 16 March 2021 / Resolution No. 140321.

3.0 OBJECTIVE

To develop a draft Public Health Plan for the Shire of Denmark in accordance with the Department of Health's 'Public Health Planning Guide for Local Government'.

4.0 MEMBERSHIP

Membership of the Working Group will comprise of a total of 10 members consisting of;

- 1 x Councillor;
- 5 x Community Representatives;
- 3 x Health Industry Representatives;
- 1 x Project Officer / Consultant.

Vacancies for Community representatives will be advertised in a local newspaper circulating within the district, with selection and appointment being made by Council.

5.0 MEETINGS

5.1 Meetings:

Meetings shall be held as required and can be called by the Presiding Person or the Secretary.

5.2 Meeting Notes:

Outcomes and decisions of Working Groups are to be recorded and retained on the relevant file(s).

5.3 Presiding Person

The members will appoint a Presiding Person and if required a Deputy of the Working Group using the same method as detailed in the Local Government Act 1995, Section 5.12.

Pursuant to Council Policy P040235 the Working Group should elect an Elected Member to the role of Presiding Person.

5.4 Who acts if no presiding member?

The Working Group members present at the meeting are to choose one of themselves to preside at the meeting.

5.5 Public Question Time

Nil

5.6 Members Conduct

Members of the Working Group are bound by the Shire of Denmark Code of Conduct and the Local Government Model Code of Conduct) Regulations 2007 (Elected Members only).

5.7 Secretary

The Project Officer / Consultant will fulfil the role of secretary who will also be responsible for preparation and distribution of Agendas and any Notes.

5.8 Meeting Attendance Fees

Nil.

6.0 STRATEGIC ALIGNMENT

The specific tasks and actions undertaken by this Working Group will assist the Shire of Denmark in achieving the following aspirations and objectives as contained within the Strategic Community Plan;

E1.0 Our Economy

Aspiration: We are an attractive location to live, invest, study, visit and work

E1.3 To have diverse education and employment opportunities

N2.0 Our Natural Environment

Aspiration: Our natural environment is highly valued and carefully managed to meet the needs of our community, now and in the future.

N2.2 To reduce human impact on natural resources, reduce waste and utilise renewable energy

B3.0 Our Built Environment

Aspiration: We have a functional built environment that reflects our rural and village character and supports a connected, creative and active community.

B3.1 To have public spaces and infrastructure that are accessible and appropriate for our community

- B3.2 To have community assets that are flexible, adaptable and of high quality to meet the purpose and needs of multiple users
- B3.4 To have diverse and affordable housing, building and accommodation options

C4.0 Our Community

Aspiration: We live in a happy, healthy, diverse and safe community with services that support a vibrant lifestyle and foster community spirit

- C4.1 To have services that foster a happy, healthy, vibrant and safe community
- C4.2 To have services that are inclusive, promote cohesiveness and reflect our creative nature

7.0 SUNSET CLAUSE

The Working Group will cease to exist following completion of a Public Health Plan adopted by Council.

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Adopted by the Council 16 March 2021 / 140321