



## Local Management Committee — Terms of Reference (ToR)

### Establishment

The Board has decided (in accordance with Rule 25) to establish four Local Management Committees (LMCs) as follows:

- **Kununurra LMC** — covering that part of the Shire of Wyndham East Kimberley, covering Kununurra town and adjacent communities east of the Great Northern Highway;
- **Wyndham LMC** — covering Wyndham township and adjacent communities and
- **Halls Creek LMC** — covering the township of Halls Creek and adjacent communities
- **Kalumburu LMC** – covering Kalumburu township

### Purpose

The purpose of a Local Management Committee is to:

- advise the Board of the Binarri-binyja yarrowoo Aboriginal Corporation about the needs and priorities of Aboriginal people in the location and operate as a forum to plan and co-ordinate effective services and other responses which meet these needs;
- ensure relevant Member Organisations are represented so that information, advice, feedback and recommendations provided to the Board of the Binarri-binyja Yarrowoo Aboriginal Corporation is reflective of Member Organisations' views and interests;
- provide recommendations to the Board and promote collaboration between Member Organisations on regional priorities and strategies for achieving the six social norms:
  - 'We listen to the old people to strengthen culture, Country and language'
  - 'Adults going to work or in training'
  - 'Care for children, old people & the vulnerable'
  - 'Children to go to school & being ready to learn'
  - 'People to look after their homes & pay rent'
  - 'People to take personal responsibility & not commit crimes'
- provide advice to the Board on how their decisions can be implemented by the Local Management Committee at a regional level and any impacts associated with the implementation of such decisions.

## Membership

A Member Organisation:

- is eligible to join a Local Management Committee if it is based within, or delivers services aligned to the six social norms to Aboriginal people resident within, the boundaries of a Local Management Committee;
- can be a member of more than one Local Management Committee;
- Must sign the BBY Members Code of Conduct.

## Operations

A Local Management Committee (LMC):

- is composed of the Chair and Chief Executive Officer of any Member Organisations in the relevant region;
  - Provision of proxies is permitted. Proxies shall be consistent in representing their organisation and their position relevant to the business of the Local Management Committee meetings and have authority for decision making on behalf of the Member Organisation.
  - Members sending proxies should advise Binarri-binyja yarrowoo Aboriginal Corporation in writing, and the proxy should be approved by the Member Organisation they represent.
- shall meet as often as Members require but is expected to meet at least quarterly;
- shall conduct community forums to provide a means for identifying need and obtaining input and feedback on the work and priorities of the Binarri-binyja yarrowoo Aboriginal Corporation from Aboriginal people in their respective East Kimberley regions;
- may seek input from, or be informed by, other parties with subject-matter expertise at Local Management Committee meetings, where those third parties have been invited for that purpose by the CEO of Binarri-binyja yarrowoo Aboriginal Corporation;
- shall record in writing all advice prepared for the Board; and
- shall be supported (provision of secretariat services, access to data, etc.) by the Binarri-binyja yarrowoo Aboriginal Corporation's staff.

**A Working Group of the LMC:**

- is composed of subject-matter experts from member organisations who are working together to achieve common goal, in this case progressing Regional Development Agenda Initiatives
- shall meet twice between quarterly LMC meetings
- may invite other stakeholders (subject-matter experts) who are not members
- seek input, guidance, feedback and direction from and provide updates to regular LMC meetings

## Local Management Committees (LMCs) & Priority Working Groups (PWGs) Governance

