



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Agenda

Community Safety Committee

15 November 2022

NOTICE PAPER

Shire of Northam Community Safety Committee

15 November 2022

Committee Members

I inform you that a Community Safety Committee meeting will be held at the Northam Recreation Centre, 44 Peel Terrace, Northam on 15 November 2022 at 11.00am.

Yours faithfully



Jason Whiteaker
Chief Executive Officer

DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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1. DECLARATION OF OPENING

2. ACKNOWLEDGEMENT TO COUNTRY

The Shire of Northam would like to acknowledge the Traditional Owners of the land, the Ballardong and Whadjuk people of the Nyoongar nation and pay our respects to Elders, past present and emerging.

3. ATTENDANCE

Committee Members:

Presiding Member
Councillor
Northam Police
Wundowie Police
DLGSC
Department of Education
Northam Roadwise Committee
LDAG
Community Representative
Community Representative
Nyoongar Cultural Advisory Representative
Northam PCYC

Cr Julie Williams
Cr Attila Mencshelyi
SSGT Ross Eastman

Emma Draper
Sarah Shaw
Cliff Simpson
Rose Power
Elizabeth Hoek
Ulo Rumjantsev
Donna Moody
Jane Atterby

Committee Ex-Officio Members:

Chief Executive Officer
Executive Manager Community Services
Senior Ranger
Avon Community Services
Bridgeley Church of Christ
Department of Communities –
Child Protection & Family Support
Department of Communities –
Child Protection & Family Support
Department of Communities –
Housing Authority

Jason Whiteaker
Jo Metcalf
Kellee Walters

Kym Edwards

Clare Stephens

Rachel Collins

Christine Frank

Staff:

Manager Community Development & Tourism
Community Services Administration/
Project Officer

Jaime Hawkins

Elijah Moorhead

Guests:

WA Police Force Wheatbelt District
WA Country Health Service – Wheatbelt
Explorability

Insp. Tony Vuleta
Danielle Mactaggart
Tricia Chrimes

3.1 APOLOGIES

Northam Youth Wellbeing Plan
WA Country Health
Northam Chamber of Commerce

Jo-Anne Woodruff
Shani Toki
Melanie Jones

3.2 APPROVED LEAVE OF ABSENCE

Nil.

3.3 ABSENT

4. DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

*As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.*

*As defined in section 5.61 of the Local Government Act 1995, an **indirect financial interest** includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.*

*As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.*

*As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest*

and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest

5. CONFIRMATION OF MINUTES

5.1 COMMITTEE MEETING HELD 31 MAY 2022

RECOMMENDATION

That the minutes of the Shire of Northam Community Safety Committee meeting held Thursday, 16 August 2022 be confirmed as a true and correct record of that meeting.

6. COMMITTEE REPORTS

6.1 COMMUNITY SAFETY & CRIME PREVENTION UPDATE

File Reference:	1.3.12.1
Reporting Officer:	Jaime Hawkins, Manager Community Development & Tourism
Responsible Officer:	Jo Metcalf, Executive Manager Community Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple majority
Press release to be issued:	No

BRIEF

To update the committee on the Community Safety and Crime Prevention Plan actions.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

This Committee Report aligns with the four (4) focus areas of the Community Safety & Crime Prevention Plan 2022 – 2026.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 1: A safe community

Objective 1.1: Play our role in promoting a safe and crime free community

B.2 Financial / Resource Implications

There is a budget allocation of \$10,000 for Community Safety Plan Initiatives.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

There has been ongoing engagement and consultation with stakeholders of the Community Safety and Crime Prevention Plan.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Community Safety Initiatives run over budget	Possible (3) x Insignificant (1) = Low (3)	Check budget regularly and check expenditure. Apply for increased budget allocation if likely to require additional funds.
Health & Safety	Crime rates increase & the plan does not improve community safety.	Possible (3) x Minor (2) = Moderate (6)	The Committee & Shire staff work in close partnership with local Police and other agencies to

			implement targeted strategies to reduce crime & anti-social behaviour.
Reputation	Community safety is an area of public concern. The Community Safety & Crime Prevention Plan is not deemed to improve safety.	Possible (3) x Medium (3)= Moderate (9)	Cross agency Community Safety and Crime committee work together to implement strategies to reduce community crime and anti-social behaviour.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

C. OFFICER'S COMMENT

The Shire of Northam's Community Development Officer to provide an update on recent activities.

Focus Area 1: Building Partnerships & Internal Capacity

Quarterly Shire of Northam Crime Statistics (July – September)

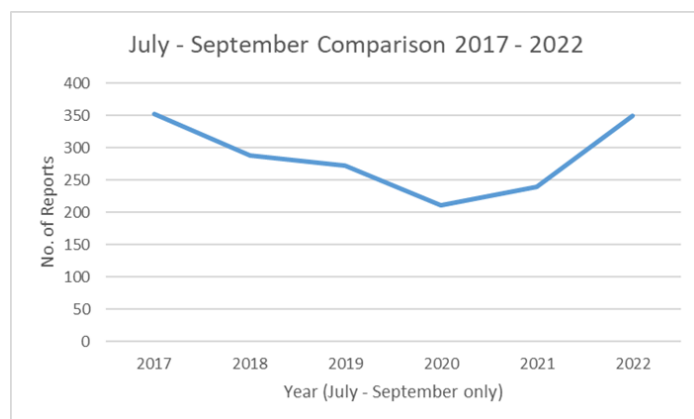
- Monthly figures on the reports of crime within the Shire of Northam boundaries are compiled and supplied to the Shire by WALGA. Data excludes family and domestic assaults.
- Reports of crime are up compared to the same period last year, particularly for drug offences which has risen from 59 this time last year to 88 this year.
- Problematic areas remain assaults, drug offences, stealing and property damage.

Community Safety Committee Meeting Agenda

15 November 2022



Crime Category	Crime Type	Jul-22	Aug-22	Sep-22
Arson	Cause damage by fire	0	0	3
Arson	Other fire related offences	0	0	0
Assault	Non-family	3	18	13
Burglary	Dwelling	9	10	2
Burglary	Non-Dwelling	2	4	2
Deprivation of Liberty	Deprivation of Liberty	1	0	0
Deprivation of Liberty	Kidnapping / Child Stealing	0	0	0
Disorderly Conduct	Disorderly behaviour	5	4	16
Drug Offences	Cultivate or manufacture drugs	0	2	0
Drug Offences	Drug dealing	2	5	0
Drug Offences	Drug possession	16	14	17
Drug Offences	Possession of drug paraphernalia	13	7	12
Drug Offences	Other drug offences	1	0	1
Graffiti	Graffiti	1	1	0
Homicide	Murder	0	0	0
Liquor Offences	Liquor Offences (Licensee)	0	0	0
Liquor Offences	Liquor Offences (other)	0	0	0
Offences Against Animals	Offences Against Animals	1	0	0
Property Damage	Criminal Damage	7	8	6
Property Damage	Damage	7	17	9
Robbery	Business	0	0	0
Robbery	Non-business	0	0	1
Sexual Offences	Historical sexual offences	1	0	0
Sexual Offences	Recent sexual offences	0	2	0
Stealing	From dwelling	3	1	3
Stealing	From motor vehicle (contents or parts)	2	0	4
Stealing	From retail premises or place (shoplift)	10	12	22
Stealing	From other premises or place	11	10	10
Stealing of Motor Vehicle	Stealing of Motor Vehicle	2	0	0
Transport Offences	Driving Causing Bodily Harm	1	1	0
Transport Offences	Drunk/Drug Driving	0	1	1
Transport Offences	Driver's Licence Offences	0	4	3
Transport Offences	Fail to stop or give way	0	1	0
Transport Offences	Unsafe Driving	3	1	0
Transport Offences	Vehicle licence offences	0	0	0
Transport Offences	Seatbelt/Helmet Offences	0	0	0
Transport Offences				
TOTAL (No. of counts)		101	123	125



An update to be provided by Police representatives present.

Focus Area 2: Safer Places & Spaces

- Objective 2.1: Action 2 – Cam Map initiative promoted via Shire social media, however there was minimal engagement with the post.
- Objective 2.2: Action 4 – reducing the perceptions of crime was the focus of the September addition of the Community Safety corner, such as tidying yards, reporting graffiti & abandoned shopping trolleys.
- Planning promotion of community clean ups prior to major events in the 2023 calendar.

Focus Area 3: Community Education & Awareness

- Objective 3.1, Action 1 – Continued monthly Community Safety Corner articles appearing in the Northam Advertiser. Topics covered in the articles this quarter are: perceptions of crime, Halloween trick or treat safety, and Leavers Week (written and supplied by Holyoake).
- Outstanding item – E-scooter safety article in the Northam Advertiser.
- Action 2 – Community Safety Forum date set for 21 November.
- School holiday road safety radio adverts were run on Hit FM. And a series of social media adverts with school holiday road safety messages were posted by Shire of Northam and shared with surrounding LGAs and Wheatbelt police social media.
- Action 9 – Attended the Northam Farmers Show and Turn Up in Blue Day.
- Merchandise was collected and distributed at the Wundowie Iron Festival by the Wundowie Police.
- Objective 3.2, Action 1 – home safety tips advert running on Hit FM.
- Objective 3.4, Actions 1 & 2, planning meetings held with Wheatbelt District Police and Cliff Simpson from Roadwise regarding Summer road safety initiatives, including Day of Action. Presentation to be given at the Community Safety Forum.

Focus Area 4: Antisocial Behaviour

- Objective 4.1, Action 2 – Youth at Risk Working Group meeting and organising an on-country youth camp. To be further discussed at Item 6.3
- Action 5 – October school holiday activity program delivered. Collaborations with Northam PCYC, DLGSC & the Northam Recreation Centre.
- Planning is underway for the summer holiday activities, including a Pool Party on the 27th January and the Back to School event with laser tag on the 31st January.
- Objective 4.2, Action 1 – Attended the Turn Up in Blue Day event on 13 October 2022. Stall was very successful for engaging with the community. An art activity was also run, in collaboration with Avon Valley Arts Society, which helped engage with people.



RECOMMENDATION

That Council accepts the update of the Community Safety and Crime Prevention Plan provided.

6.2 COMMUNITY SAFETY FORUM

File Reference:	1.3.12.1
Reporting Officer:	Jaime Hawkins Manager Community Development & Tourism
Responsible Officer:	Jo Metcalf, Executive Manager Community Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple majority
Press release to be issued:	Nil

BRIEF

To deliver a Community Safety Forum to raise awareness and listen to the communities issues around community safety and crime prevention.

ATTACHMENTS

Attachment 1: Community Safety Forum Promotional Flyer

A. BACKGROUND / DETAILS

Objective 3.1, Action 2:

Provide at least one community safety & crime prevention forum in the spring of each year with local Police, Council and Committee members to listen to the community issues and concerns around safety & crime prevention, answer questions and inform them of the initiatives of the committee.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 2: Safety and Security.

Outcome: Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Objective: Plan and implement strategies to address crime and safety within the Shire of Northam

- increase community participation in identifying and reporting of crime
- increase community awareness and understanding of how to prevent crime and improve community safety
- work with key stakeholders and community groups to plan and implement community safety and crime prevention initiatives

B.2 Financial / Resource Implications

There is a budget allocation of \$10,000 for Community Safety Initiatives.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	Those attending the forum become hostile.	Unlikely (2) x Minor (2) = Moderate (4)	Police Officers will be present at the forum.
Reputation	Community safety is an area of public concern. The public may not be satisfied with the outcomes of the forum.	Possible (3) x Medium (3) = Moderate (9)	The Committee work together to communicate the cross agency Community Safety and Crime prevention initiatives.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Officers have consulted with Senior Police and various members of the Committee to determine a suitable date and topics of discussion for the Community Safety Forum.

The proposed order of proceedings are as follows:

1. Welcome & Acknowledgement of Country – Cr. Julie Williams
2. Introduction of the Committee members and invited guests – MC & Cr. Julie Williams

3. Summer Safety & what to do if you witness criminal or suspicious activity – Northam & Wheatbelt District Police.
4. Presentation of the Community Safety & Crime Prevention Plan – Shire of Northam Jo Metcalf & Jaime Hawkins
5. Road Safety presentation – Roadwise Cliff Simpson & Wheatbelt District Police.
6. Youth at Risk Initiatives – Youth Policing, Moorditj Youth, & local Elders
7. Questions & Answers – facilitated by MC.

Attendees are requested to submit questions prior to the forum.

Morning tea is to be provided.

As this is the first forum it will be kept small with the opportunity to expand in future years based on a debrief to be held following the event.

RECOMMENDATION

That Council accepts that the Community Safety Forum will be held on Monday 21 November at 10am at the Northam Recreation Centre.

Attachment 1: Community Safety Forum Promotional Flyer



Shire of Northam
Heritage, Commerce and Lifestyle

COMMUNITY SAFETY FORUM

Come and hear what is being done to help keep your community safe at the Shire of Northam Community Safety Forum & Morning Tea.

Come along and meet the Shire's Community Safety Committee, including our local Police where we will discuss:

- What to do if you witness criminal or suspicious activity.
- Staying safe on the roads this summer
- Recent initiatives for our at risk youth.

 Scan the QR code to register

 21 November 2022
10.00am
Northam Recreation Centre



6.3 COMMUNITY SAFETY WORKING GROUP UPDATES

File Reference:	1.3.12.1
Reporting Officer:	Jaime Hawkins Community Development Officer
Responsible Officer:	Jo Metcalf, Executive Manager Community Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple majority
Press release to be issued:	Nil

BRIEF

For the Committee to be provided with updates from the Community Safety Working Groups.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

Objective 1.1 of the Shire of Northam Community Safety & Crime Prevention Plan 2022 – 2026 is to “work with WA Police Force & key stakeholder to share knowledge, resources, plan & implement community safety & crime prevention initiatives”

Actions 4 & 5 of this objective are to:

- Identify relevant existing networking or advisory groups and connect with these to collaborate on activities to target specific issues (for example youth offending).
- Where no key networking or advisory group exists, identify the key stakeholders for the area of concern and establish working groups or partnerships to initiate action.

At the previous committee meeting held 16 August 2022, the following working groups were accepted to work on priority actions of the Community Safety & Crime Prevention Plan 2022 – 2026:

- Youth at risk Working Group
- Wheatbelt Road Safety Alliance
- Community Youth Wellbeing Plan Group
- Family & Domestic Violence Working Party from the Human Services Managers Meeting

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 1: A safe community

Objective 1.1: Play our role in promoting a safe and crime free community

B.2 Financial / Resource Implications

There is a budget allocation of \$10,000 for Community Safety Plan Initiatives.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Community Safety Initiatives run over budget	Possible (3) x Insignificant (1) = Low (3)	Check budget regularly and check expenditure. Apply for increased budget allocation if likely to require additional funds.
Health & Safety	Crime rates increase & the plan does not improve community safety.	Possible (3) x Minor (2) = Moderate (6)	The Committee & Shire staff work in close partnership with local Police and other agencies to implement targeted strategies to reduce crime & anti-social behaviour.
Reputation	Community safety is an area of public concern. The	Possible (3) x Medium (3) = Moderate (9)	Cross agency Community Safety and Crime committee work

	Community Safety & Crime Prevention Plan is not deemed to improve safety.		together to implement strategies to reduce community crime and anti-social behaviour.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

C. OFFICER'S COMMENT

Youth At Risk

The Youth at Risk Working Group have been meeting regularly and are focusing on developing a camp for youth at risk to be held in December at Boshack in Bolgart. The Camp will be run by Moorditj Youth and local Aboriginal Elders, in collaboration with PCYC and Youth Policing Officers.

A further update is to be provided by representatives.

Wheatbelt Road Safety Alliance

Meetings to collaborate on road safety initiatives have been held between the Wheatbelt District Police Office, Roadwise, Main Roads & the Shire of Northam. Initiatives in the planning include a Day of Action for heavy vehicles and awareness raising of driver fatigue and inattention.

A further update is to be provided by representatives.

Community Youth Wellbeing Plan Group

No meetings have occurred. The next meeting is scheduled for 16 November. The focus of this meeting is to review the current Youth Wellbeing Plan.

Family & Domestic Violence Working Party

An update has been provided by Jo-Anne Woodruff, representative of the working party. Concern has been raised by the Chair, that this is not an appropriate sub-group of the Community Safety Committee as it has a whole of Wheatbelt focus at a strategic level, with no localised Shire of Northam initiatives.

The Committee to discuss how or whether we address actions in the plan pertaining to this area.

RECOMMENDATION

That Council accepts the updates of the Community Safety Committee Working Groups.

6.4 COMMUNITY SAFETY COMMITTEE 2023 MEETING SCHEDULE

File Reference:	1.3.12.1
Reporting Officer:	Jaime Hawkins Community Development Officer
Responsible Officer:	Jo Metcalf, Executive Manager Community Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple majority
Press release to be issued:	Nil

BRIEF

To determine the schedule of meetings of the Community Safety Committee for 2023.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

The Shire of Northam Community Safety & Crime Prevention Plan 2022 - 2026 Objective 1.1, Action 2 is that a schedule of yearly meetings is established in advance, ensuring that the Committee meets at least 4 times per year.

Meeting generally take place on the third Tuesday of the relevant month, immediately following the Roadwise Committee meeting. This was introduced as some of the committee members sit on both the Roadwise and Community Safety Committee. Lunch is to be provided.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 1: A safe community

Objective 1.1: Play our role in promoting a safe and crime free community

B.2 Financial / Resource Implications

There is a budget allocation of \$10,000 for Community Safety Plan Initiatives.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	There is a small cost associated with catering for committee meetings	Likely (4) x Insignificant (1) = Low (4)	There is budget provision for the community safety committee.
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

It is recommended that a quarterly meeting schedule be determined for 2023, with additional meetings to be held on an as needs basis.

It is proposed that these meetings are scheduled to follow the Roadwise Committee meetings, which are held on the third Tuesday of each month. Meetings would commence at 11am at the Northam Recreation Centre, with a light lunch to be provided, unless otherwise advised.

The proposed meeting schedule is as follows:

- 14 February 2023
- 16 May 2023
- 15 August 2023
- 14 November 2023

RECOMMENDATION

That the Committee accepts that Community Safety Meetings will be scheduled for:

- **14 February 2023**
- **16 May 2023**
- **15 August 2023**
- **14 November 2023**

Meetings to commence at 11am, at a venue to be advised with a light lunch to be provided.

6.5 AGENCY UPDATES

File Reference:	1.3.12.1
Reporting Officer:	Jaime Hawkins Community Development Officer
Responsible Officer:	Jo Metcalf, Executive Manager Community Services
Officer Declaration of Interest:	Nil
Voting Requirement:	-
Press release to be issued:	Nil

BRIEF

To provide an opportunity for staff, and external groups/agencies to discuss pertinent matters relating to the safety of the local community.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

A benefit of committees such as the Community Safety 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 & crime prevention, as well as any other programs or activities relating to external groups/agencies.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 1: A safe community

Objective 1.1: Play our role in promoting a safe and crime free community

B.2 Financial / Resource Implications

Nil.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

External groups and agencies represented on the committee are encouraged to provide an update during the committee meetings.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

N/A

7. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

8. DATE OF NEXT MEETING

11am Tuesday 14 February 2023 at the Northam Recreation Centre.

9. DECLARATION OF CLOSURE