



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **SHIRE OF NORTHAM**

**MINUTES OF THE  
COMMUNITY SAFETY COMMITTEE MEETING  
HELD ON  
27 AUGUST 2015**

UNCONFIRMED

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**SHIRE OF NORTHAM**

**Minutes of the Community Safety Committee Meeting held in the Council  
Chambers on THURSDAY, 27 August 2015 at 3:10pm.**

**DISCLAIMER**

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Northam during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Northam. The Shire of Northam warns that anyone who has an application lodged with the Shire of Northam must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

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**1. OPENING AND WELCOME**

In absence of the Chairperson Ms Rose Power, the nominated Chairperson, Mr Ross Rayson declared the meeting open at 3:10pm.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

*NB A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the disclosed matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.*

**3. ATTENDANCE**

**MEMBERS**

Councillor  
Executive Manager Community Services  
Northam Police  
Department of Housing  
Health Representative

D G Beresford  
Ross Rayson  
Geoff Dixon  
Attila Mencshelyi  
Greg Bentley

**EX-OFFICIO MEMBERS**

Community Development Officer  
Main Roads Western Australia  
Department Sport and Recreation  
Department Education  
Northam PCYC

Michelle Blackhurst  
Elizabeth Davies  
Jannah Stratford  
Sharon Bray  
James West

**4. APOLOGIES**

Main Roads Western Australia  
Councillor  
Chairperson  
Local Drug Action Group  
Community Representative  
Northam Roadwise Committee

Barbara Gogan  
J E Williams  
Rose Power  
Kendra Grace  
Barbara Silvester  
Cliff Simpson

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**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: CSC.020**

**Moved: R Rayson**

**Seconded: D Beresford**

**That the minutes of the meeting held Thursday, 9 April 2015 be confirmed as a true and correct record of that meeting.**

**CARRIED 5/0**

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**6. AGENDA ITEMS**

**6.1 TERMS OF REFERENCE**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Ross Rayson
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	August 2015

**PURPOSE**

To provide an update to the committee about the Terms of Reference of the Committee.

**BACKGROUND**

The Terms of Reference of the Shire of Northam Community Safety Committee detail the objectives, powers and members of the committee.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

**OBJECTIVE:** Create an environment that provides for a caring and healthy community.

**STRATEGY:** Provide an environment that enhances and builds on the liveability of the Shire.

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update.

The Committee discussed the difficulties they have been experiencing in reaching a quorum. The group suggested which organisation representatives that they believed

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should be included and should have the ability to vote. Mr James West expressed his desire to have the ability to vote. Mr Denis Beresford believes that there are too many members and the number should be reduced. Currently there are 10 filled positions.

The Members and Ex-Officio Members discussed the Terms and Conditions and edited the document to suit the requirements of the group.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: CSC.021**

**Moved: R Rayson**  
**Seconded: A Mencshelyi**

**That Council adopts the following changes to Shire of Northam Safety Committee Terms of reference as attached;**

**Membership (voting):**

- **Reduce membership of Councillors from two (2) to one (1);**
- **Remove the membership for the representative of the Wundowie Police;**
- **Change the membership of the Northam Police to the list the Officer In Charge or nominated representative;**
- **Change the membership of the representatives for the Department of Education and the Department of Sport & Recreation from Standing Ex-Officio members to voting members;**
- **Change the title of the representative from Department of Housing to Housing Authority;**
- **Replace the word 'Avon' with 'local' for the representative of youth services and change the membership from Standing Ex-Officio members to voting members; and**
- **Reduce the community representatives from four (4) to two (2).**

**Standing Ex-Officio Members:**

- **Change the Senior Community Services Coordinator to Community Development Officer;**
- **Remove the membership for the representative for the Southern Youth Justice Services; and**
- **Remove the membership for the representative of the WA Police from the Standing Ex-Officio members.**

**Duties and Responsibilities:**

- **Remove the following points;**
  - **Engage and involve the community in planning and implementing community safety and crime prevention strategies;**

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- Promote greater community awareness and involvement in community safety and crime prevention efforts aimed at reducing community fear of crime;
- Develop measures to monitor progress of the Community Safety and Crime Prevention Plan and the Community Alcohol Management Plan and formally review these plan annually.

Amend point four (4) to read;

- Identify and coordinate funding opportunities to address priority issues that have been identified in the Community Safety and Crime Prevention Plan and the Community Alcohol and Other Drugs Management Plan.

CARRIED 5/0

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**6.2 COMMUNITY SAFETY AND CRIME PREVENTION PLAN**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Ross Rayson
Officer Interest:	N/A
Policy:	N/A
Voting:	N/A
Date:	25 June 2015

**PURPOSE**

To update the Committee on the progress of the Community Safety and Crime Prevention Plan.

**BACKGROUND**

It was confirmed at the meeting held on 05 February by Ms Rose Power that the Community Safety Committee had previously resolved to finalise the Community Safety and Crime Prevention (CSCP) Plan and implement a new simple CSCP Plan 2015 - 2018.

The data from the previous Plan has now been reviewed and this along with the results from the Community Perception Survey, the Community Perception focus groups, statistical data and feedback from Committee members and other stakeholders, a simple action based Community Safety Strategy is being developed.

The CSCP Plan 2015 - 2018 will bring all of the current data together to help the Committee to understand 'What is the Northam story'. This will help the Shire of Northam to reconcile where the facts and the perceptions differ.

The Community Safety Committee are well positioned to provide advice on perceived problem areas.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

**OBJECTIVE:** Create an environment that provides for a caring and healthy community.

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STRATEGY: Provide an environment that enhances and builds on the liveability of the Shire.

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update about the Crime Safety and Prevention Plan.

Mrs Michelle Blackhurst will communicate with the Committee via email to progress the Plan. The group will provide feedback on the list of stakeholders and existing programs initially.

Mr Geoff Dickson would like to see the Plan actively help with reducing crime. The Committee agreed that they would like to see more grant applications written on behalf of the Committee and implementation of grass root activities and projects. The Committee discussed applying for funding to upgrade the CCTV system. Mrs Michelle Blackhurst will research possible grant avenues and report back to the Committee.

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**6.3 ALCOHOL AND OTHER DRUGS MANAGEMENT PLAN**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Michelle Blackhurst
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	20 August 2015

**PURPOSE**

To develop an Alcohol and Other Drugs Management Plan (AODMP).

**BACKGROUND**

Initial stages of the development of the AODMP have commenced. This has included a number of meetings with the Drugs and Alcohol Office and stakeholders participating in a workshop to gather information for the plan.

The AODMP is a plan that articulates what will happen at a local level to create change in the identified issue.

The AODMP will:

- Provide a means for coordinated and collaborative activity across agencies and communities.
- Recognise that every agency is impacted on by alcohol misuse and is therefore part of the solution.
- Outline a staged approach for creating sustainable change.
- Reflective of best practice and support the outcomes of relevant state and national strategies

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

**OBJECTIVE:** Create an environment that provides for a caring and healthy community.

**STRATEGY:** Provide an environment that enhances and builds on the liveability of the Shire.

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**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update on the progress of the Alcohol and Other Drugs Management Plan.

The Plan is nearing completion following a number of key stakeholders participating in planning workshops. Ms Kendra Grace will lead the group as it forms part of her role at Holyoake.

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**7. OTHER BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE**

**7.1 KEEPING KIDS IN SCHOOLS UPDATE**

Mrs Sharon Bray requested an update about the Keeping Kids in Schools project. Mr Geoff Dickson said that he was a firm believer that this project has been known to create a positive change in communities and he will be meeting with the Northam Chamber of Commerce to promote the benefits of being involved.

**7.2 EWATCH**

Mr Geoff Dickson addressed the Committee about the power of social media and eWatch. He informed the group that he would personally see to it that the eWatch initiative is reinvigorated in the Shire of Northam and would like the Committee to encourage people to join.

**8. DATE OF NEXT MEETING**

The Committee will reconvene in November following the Council Elections.

**9. DECLARATION OF CLOSURE**

There being no further business, the Chairperson, Mr R Rayson declared the meeting closed at 4.29pm.

"I certify that the Minutes of the Community Safety Committee meeting held on Thursday, 27 August 2015 have been confirmed as a true and correct record."

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Date