CENTRAL COAST COUNCIL

Central Coast Community Safety Partnership Committee

Minutes of a meeting held in the Chambers

Wednesday, 29 June 2022 – Commencing at 10.00am

1   PRESENT

Cr Jan Bonde (Mayor – CCC); **Sandra Ayton** (General Manager – CCC); **Paul Breaden** (Director Infrastructure Services – CCC); **Cr Amanda Diprose** (Councillor – CCC); Representative [Proxy for Cr Cheryl Fuller]); **Allison Kable** (Community Development Officer – CCC); **Lynn Norton-Smith** (Community Rep); **Robert Tucker** (Central Coast Chamber of Commerce & Industry); **Garth Johnston;** (Community Rep); **Glen Lutwyche** (Principal Ulverstone Secondary College [USC] Schools Representative) and **Simon Dent** (Principal Ulverstone Secondary College [USC] Schools Representative);

2   WELCOME

The Cr Jan Bonde, Mayor welcomed everyone to the meeting and read the Acknowledgement of Country.

The Council acknowledges and pays respect to the traditional owners of lutruwita (Tasmania), the palawa/pakana people. We acknowledge the Punnilerpanner tribe of this Northern Country, and in doing so, we celebrate one of the world's oldest continuous cultures.

Cr Jan Bonde, Mayor welcomed Simon Dent to the meeting. Simon has been appointed as the new Principal of Ulverstone Secondary College. The Mayor thanked Glen Lutwyche on behalf of the Committee and wished him well on his retirement.

3   APOLOGIES

Cr Cheryl Fuller (Councillor – CCC); Representative); **Kat Rose** (Ulverstone Neighbourhood House); **Kathryn Robinson** (Housing Choices Tasmania Ltd); **Sam van der Meulen** (Housing Choices); **Senior Sergeant Paul Murphy** (Tasmania Police); and **Jenelle Wells** (Health Promotion Consultant [Mersey] – Tasmania Health Service)

4   MINUTES OF PREVIOUS MEETING

■ Lynn Norton Smith moved, and Sandra Ayton seconded, "That the minutes from the meeting held on Wednesday, 27 April 2022 be confirmed as a true and correct record".

Carried

5 MATTERS ARISING FROM PREVIOUS MEETING

5.1 *Seminar/Forum and Business Safety*

Allison reported she attended Central Coast Chamber of Commerce and Industry meeting held in April. The Chamber were successful in obtaining funding to organise and hold a Business-to-Business forum which is planned for October 2022. They welcomed the idea of incorporating a safety message re shoplifting and CCTV.

Sandra asked what the forum would look like. She was advised it would have guest speakers and provide promotional opportunities for different businesses in the Central Coast.   Cr Amanda Diprose advised that at the forum the Chamber will be running an expo promoting business within our community.

Glen Lutwyche asked if the Chamber had any indication regarding shoplifting statistics within Central Coast. It was advised the Chamber only has the figure from what has been reported by the police at recent Community Safety Partnership meetings.

Discussions were held around minor incidents and not reporting them. Garth Johnson mentioned, it doesn't matter how small the incident is it should be reported to the police as this may be part of the bigger picture to solving a crime. Look at promoting posting on social media utilising crime stoppers resources.

6 COMMUNITY SAFETY ACTION PLAN 2017-2022

Allison advised we now have a direct contact Meegan Brotherton who is the Program Manager Australian Safe Communities Foundation Inc and tabled the accreditation process and application guide.

From initial discussions it seems we can focus on specific safe community issues we identified and addressed. We don't have to have excelled in every area identified in the safety action plan.

There is a considerable amount of work in the application to be recognised as a safe community, but would also provide an opportunity to highlight and promote positive news to the community about what has been achieved.

Glen mentioned a number of successful projects driven by the organisations that make up the partnership, plus how well the community adapted through Covid and NW lockdown impact.

To progress with accreditation there is an application process and fee, followed by Council leading and working with groups within the community to document the achievements to demonstrate being a safer community.

REPRESENTATIVE REPORTS

8.1   Crime Report   **Tasmania Police**

Nil

8.2   Central Coast Chamber of Commerce Report   **Robert Tucker**

Holding the Business to Business forum unsure of where plans are currently at as was unavailable to attend the last meeting.

8.3   Primary Health Report   **Jenelle Wells**

.   We are seeing an increase in the Flu within the community. Given we've had a couple of years of low flu – this season's flu appears to be making people quite unwell.

.   The Department is recommending flu vaccinations this year due to the virility it appears to be displaying and the added complication of COVID-19 also circulating within the community.

.   The COVID@home program has now become "COVID@homeplus" to provide care for vulnerable patients with COVID-19, other respiratory illnesses such as Influenza (flu) or flu-like illness, who meet other specific referral criteria. Here's the link to more information on COVID@homeplus

.   As of 27 June, the statistics for COVID-19 are:

–   5 855 active cases of COVID-19 – 1 023 of these are in the Northwest.
–   There are 10 patients in hospital in the NW
–   There have been 89 deaths since 2020 – the vast majority of these remain in the 85+ age cohort. This number is a total for Tasmania.

8.4   Education (all schools) Report   **Glen Lutwyche**

Glen Lutwyche suggested the combined school association meeting being an opportunity to gather feedback around safety and welcomed the idea of Council providing an overall update of projects in the municipality.

USC have had the Be Wise and RYDA Program this term.

Matt Grining from Penguin District had asked Glen to raise safety concerns as paths don't connect around the school, plus lighting in Dial Park where kids play basketball of an evening.

Action – Paul Breaden will follow up

Glen raised the safety concerns with traffic management and parking in James Street. Paul Breaden advised that James Street was in their current program to review.

Glen advised that the Central Hub has been positive for staff and students, providing a safe space, offsite away from the main campus, and shared a number of successful stores.

Motion:

Award Judy French as a CSP champion and recognise her amazing work with families and improving student re-engagement with school and community.

Moved by Garth Johnson and **seconded** by Glen Lutwyche ....**Carried**

Glen to write a summary of achievements and will then arrange an opportunity to present the award to her at a future meeting.

8.5   Ulverstone Neighbourhood House Report   **Simon Douglas**

        Nil

8.6   Housing Choices Tasmania Report   **Sam van der Meulen**

        Nil

8.7   Community Reports   **Garth Johnston/Lynn Norton-Smith**

Turners Beach Community Report:

Lyn Norton Smith reported that the meeting was positive with Taswater regarding outfall on Ulverstone Beach. Mayor Jan Bonde there is no quick fix but great that we can all work together. There is significant capital works expenditure that will need to be budgeted for in the future.

Penguin Community Report

Garth Johnson things in Penguin seem positive at the moment and have had the watch and act project promoted through Neighbourhood Watch.

9   Council Report   **Mayor Jan Bonde and Paul Breaden**

- Working with Tas Police in the Leith area to hooning and rubbish concerns. Local community members have been helpful with providing timely updates.

- Turners Beach Traffic Management and Street Scaping group have been meeting and plans are now ready to progress to community consultation, with some works planned to be rolled out this financial year.

- Ironcliffe Road – $7.5M Federal funding for upgrading the road and improving road safety.

7   OTHER REPORTS

Disability Access and Inclusion Working Group   **Amanda Diprose**

Allison and Garth provided and update on the community consultation sessions and that the plan was scheduled to be presented to Council to be adopted.

Garth Johnson asked if there were any accessible toilets additions in this year's budget. GM responded that nothing was in this year's budget but all public amenities were under review this year to plan for new additions and upgrades.

Garth Johnson reported he will be attending the NDIS and Disability Expo in Sydney.

7   GENERAL BUSINESS

Cr Amanda Diprose raised concerns about the white line marking in Central Coast, the main one was Reibey Street. The line marking has faded and needs attention. Paul Breaden to investigate.

8   NEXT MEETING

The next meeting is to be held on Wednesday, 31 August 2022 at 10.00am, in the Council Chamber, 19 King Edward Street, Ulverstone.

As there was no further business the meeting closed at 11.30am.

PPSCN Safe Community Accreditation

Information related to presenting your application

Accreditation is based on the PPSCN Safe Communities model, which is recognised by the World Health Organization (WHO) and worldwide as an effective and acceptable intervention to improve community safety. In May 2018 following a PPSCN accreditation review and feedback from communities, Pan Pacific partners decided to update the Accreditation Process. Applications will now be written in four parts. This does not replace the six criteria required for accreditation, but rather, is designed to demonstrate the inter-related nature of the criteria. It will also simplify the Application Process by eliminating the need to repeat information under different headings. The information presented below may help in shaping your application.

PPSCN Safe Community Model

1. **Leadership & Collaboration:** Demonstration of leadership by coalition or group focused on improving community safety.

2. **Program Reach:** The range and reach of community safety programs operating throughout your community/region, including an indication of the extent to which they are based on proven or promising intervention strategies.

3. **Targeted Interventions:** Demonstration of programs that target and promote safety for high risk/vulnerable groups and environments.

4. **Data Analysis & Strategic Alignment:** Analysis of available safety (injury, violence, crime and perception) data for your community/region and how they align with established national/state/regional priorities and action plans.

5. **Evaluation:** Outline of expected impacts and how they are being measured or evaluated.

6. **Communication & Networking:** Demonstration of community engagement with relevant sectors of your community/region and ongoing participation in local, national and Pan Pacific Safe Communities networks is required.

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PPSCN Safe Community Model	Application Parts			
	Collaborative Governance	Priority Setting	Effective Strategies	Shared Learnings
1. **Leadership & Collaboration:** Demonstration of leadership by coalition or group focused on improving community safety.	✓	✓	✓	✓
2. **Program Reach:** The range and reach of community safety programs operating throughout your community/region, including an indication of the extent to which they are based on proven or promising intervention strategies.			✓	✓
3. **Targeted Interventions:** Demonstration of programs that target and promote safety for high risk/vulnerable groups and environments.		✓	✓	✓
4. **Data Analysis & Strategic Alignment:** Analysis of available safety (injury, violence, crime and perception) data for your community/region and how they align with established national/state/regional priorities and action plans.		✓		
5. **Evaluation:** Outline of expected impacts and how they are being measured or evaluated.	✓	✓	✓	✓
6. **Communication & Networking:** Demonstration of community engagement with relevant sectors of your community/region and ongoing participation in local, national and Pan Pacific Safe Communities networks is required.	✓	✓	✓	✓

Collaborative Governance

- **Governance** – Describe the type of governance group.
    - Prepare short summary on the role and commitment of each Safe Community partner and/or list the members including their roles within the group, and their positions within their own agencies.
    - Indicate how long your group has been operating, and how often it meets.

- **Founding Documents** – Describe the high-level MOU that established the group or attach letters of support from key agencies/individuals to your application.
    - Of particular relevance is how being accredited as a Safe Community will further improve partnerships and collaborations within your community.

- **Structure and Functions** – Describe the structure of your Safe Community (include a diagram).

- **Coordination** – Describe your Safe Community Coordinator's employment (include relevant documentation such as a job description and conditions of employment).
    - If there is no Coordinator, how are the key functions being managed?

- **Working/Steering groups** – If your Safe Community has a steering group (separate from a governance group) and/or working groups, set out their structures and functions, and how they report to/link with the governance group.

- **Sustainability** – Provide evidence of how you will ensure the sustainability of your Safe Community coalition.

Priority Setting

- Provide a demographic overview and a brief description of the community (i.e. history, location, urban/rural, population, size and any unique features e.g. geography, changes in population, economic growth/decline).

- Explain the process undertaken with priority setting.

- Analyse and provide an overview of data showing key safety trends.
    - What were the issues you identified and to what extent did analysis of data sources inform your decisions around priorities?

- What data sources did you use and what other influences/factors informed your decisions?
  - Coroner Statistics
  - Fire
  - Health Hospitalisation
  - Local Surveys
  - Road
  - Police – Crime Data
  - Water Safety
  - Research, submissions
  - Serious unanticipated events – natural disasters, tragic individual events
  - Consultation with stakeholders/partners
  - Community action/demands
  - Availability of resources
  - Media
  - Political direction

- Describe the high risk/vulnerable groups and environments in your community.
  - How were these groups identified? – High risk/vulnerable groups need to be specific and focused target groups within priority areas.
  - What information/data/trends support these high risk/vulnerable groups?

- Strategic Plan and Business Plan – Describe your Safe Community strategy/objectives and attach the latest versions of your strategic/business plans or describe the process you will undertake to develop these.

Effective Strategies

- Looking broadly across the community, use the templates (provided) to describe:
  - The range and reach of community safety programs and activities that reflect the current resourcing in your community, and
  - The range and mix of intervention modes.

- This is a stock-take and you are not restricted to the sector headings in the template. Use whatever sector headings best describe your community programs and activities.

- Describe the targeted programs/initiatives that are focused on your identified high risk/vulnerable groups and environments?
  - How are your priorities aligned with established national/state/regional/local priorities? The Sustainable Development Goals?
  - Explain how these programs/initiatives that are currently being delivered in your community are based on the latest evidence available concerning their impact and effectiveness?

- Provide data, media releases, web-based resources etc and a minimum of five case studies that demonstrate you have programs that are addressing the needs for your high-risk groups and environments.
  - It is important that you demonstrate how you engage with these groups and the extent to which they are community-led and/or place-based initiatives.

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Shared Learnings

- Community engagement – Show how your Safe Community interacts with the community to investigate, implement, evaluate and continually improve processes related to injury prevention and safety promotion.

- Describe the communication modes that you utilise including web-based, network, event-based and other forms.
    - List your Internet links/resources.

- Describe your efforts to date to share your experiences.
    - Explain the relationship and interaction with local/regional networks and with safe communities at the international level.
    - It is advised that you maintain a calendar of injury prevention/community safety promotion events that you have organised and/or meetings or conference that you have attended.

- Explain how you use evaluation to inform strategic and business planning decisions.

Templates:

Community Safety Effective Strategies				
Program List	**Intervention Mode**	**Frequency/Duration**	**Reach**	**Other information**
Injury Prevention	AO, BC, EC, IC	Bi-annual	Neighbourhood	Targeted campaign
Violence/Crime Prevention	AO, SK	Ongoing - monthly	All new parents	
Road Safety				
Reducing Alcohol- related Harm				
Community Connectedness/Resilience				
Emergency Management				

Table Coding					
Reach	Community wide Or Whole population	Neighbourhood Or Sub population ie all youth	Street Or Groups of sub-population i.e Youth at particular high schools	Targeted households Or Individual identified people i.e. at risk youth	Other – please specify
Intervention mode	AO Raising Awareness Changing attitude	SK Change in Knowledge/Skills	BC Behaviour Change	EC Environment Change	PC Policy Change	IC Intersectorial Collaboration	Other – please specify
Frequency/ Duration	Ongoing				One-off	Other – please specify
	Annual	Bi-annual	Monthly	Weekly		

See example below:

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Safer Homes: Fire Prevention

Programme List	Intervention Model	Frequency/Duration	Reach	Data/Impact	Other information
Safer Homes in CHB A project with the goal of checking and fittings smoke alarms in every CHB home with long life smoke alarms (10-year capacity).	• Raising awareness • Change in knowledge • Environment change • Intersectoral collaboration	• On-going	• Target audiences are specified – older people; those with disabilities, homes with children. Māori, low socio-economic locations • Area specific – Waipawa, Otane, Tikokino, Porangahau • Council pensioner flat occupants	• Smoke alarms installed in over 4,000 homes over the 4-year period • Reduced structure fires from a baseline average of 14 to 9 • Suspicious fires reduced from an average of 4.8 to 1 • Information to raise fire safety awareness distributed to all homes	This programme reaches the isolated rural areas of CHB – e.g. Porangahau as well as the higher populated townships.
National Fire Service programmes Firewise – Raising fire safety awareness in schools. FAIP – Fire Awareness Intervention Programme a behaviour change programme, helping children to overcome unhealthy fire lighting behaviour.	• Raise Awareness • Change in knowledge • Potential for behaviour change • Change behaviour	• Annual programme • Annual Programme	• School-age children – years 1 and 2; Years 7 and 8	• Firewise: 101 Year 1 and 2 students presented to • 83 Year 7 and 8 children presented to • FAIP – presented to schools where there have been referrals from Police and MoJ • 97% of schools surveyed approved of the programme	A new pre-school Māori Kit has been developed by Kohanga Reo National Trust & Ministry of Education to be delivered.

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Case study template

Initiative/Program Name:

Issue Addressed:

Rationale:

Goal:

Partners:

Describe how the program/initiative is based on the proven or promising strategies? (*i.e. linked to national/state/regional strategies and/or has been evaluated through research or is new/innovate i.e basis for development*)

What did you do?	*How well did you do?*	*Is anyone better off?* (*i.e. Changes in knowledge/attitude, Increase of skills, Safer Behaviours Safer Environments, Policy Change*)

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Pan Pacific Safe Community Accreditation

Application Process

The community applying for Pan Pacific Safe Community Accreditation must follow this process in order to be eligible.

Steps to follow:

1. Letter to ASCF
Send a formal letter to ASCF stating that your community is aiming to achieve the criteria for Pan Pacific Safe Community Accreditation.

2. Payment of Accreditation Fee:
Following receipt of this letter, ASCF will invoice the community for payment of the Pan Pacific Accreditation fee ($3,500). This fee includes up to 10 hours of support from an ASCF board member, international peer review, attendance of the Peer Review Leader at the accreditation ceremony (flights and accommodation to be paid by the community if required – eg if no ASCF representative in the state) and a plaque.

3. Peer Review Team Leader appointed:
Once payment has been received a Peer Review Team Leader will be appointed.   A support person will also be appointed to provide ongoing practical advice to your community.

4. Complete Formal Application:
Complete an application demonstrating how your community has met each of the criteria for Pan Pacific Safe Community Accreditation and send an electronic version to ASCF. Examples of other applications are available on the ASCF website www.safecommunities.net.au

5. Preliminary Assessment:
ASCF will acknowledge receipt of your application and will conduct a preliminary assessment. If this assessment deems that the application is not ready for formal review, ASCF will notify the community and outline the weaknesses, for example, criteria not covered or not adequately documented etc. (Advice will be provided to you on how the application needs to be modified.)

6. Peer Reviewers Appointed:
If ASCF is satisfied that the application is ready for formal review, the community will be notified, and peer reviewers will be appointed and the formal review process will commence. Following receipt of all relevant materials, the peer review team will have four weeks to assess the application and any supporting documents.

7. Peer Reviewers conduct written assessment:

Each peer reviewer will submit to ASCF a written assessment identifying the strengths and weaknesses of the application. ASCF will assess each of these reports and, at a mutually agreed time, will host a teleconference with the peer reviewers to determine whether the application has achieved each of the criteria for Pan Pacific Safe Community Accreditation.

If the answer is yes, ASCF will notify the applicant community and inform them of the next steps. This should take place within a week of the completion of the formal review.

8. ASCF provides report to Community:

If the peer review team deems that the community is not ready for Pan Pacific Safe Community Accreditation, ASCF will inform the community of this decision and outline the steps it must take in order to become ready.

If successful ASCF will provide the community with a formal report demonstrating how the community has met each criteria and recommend that it be classified as a Pan Pacific Safe Community.

9. Accreditation Ceremony:

If the peer review group approves the community's application to be classified as a Pan Pacific Safe Community – the next step is to conduct a showcase or Accreditation ceremony.

As a means of controlling the applicant community's expenses, rather than two visits, there will be a joint showcase/accreditation celebration for Pan Pacific Safe Community Accreditations. This showcase/ceremony should take place within two months of the completion of the formal review and should last a minimum of a day.

Working with the community, ASCF will arrange a suitable date for the showcase/accreditation. Costs associated with hosting the showcase/accreditation ceremony are the responsibility of the community. ASCF will cover the costs of attendance at the showcase/accreditation ceremony for the Peer Review Leader for all Australian community applicants. Applicants from outside Australia need to cover all travel costs. ASCF will also supply the Certificates of Agreement to be signed by the community and a Safe Community Plaque. The costs of the certificates and plaque are covered in the application fee.

The purpose of the showcase is to allow the peer review team to meet face-to-face with the leadership group, to verify how the community has fulfilled the requirements for each of the criteria, to review and discuss the formal report, and to clarify the ongoing involvement of the community in relevant local, national and Pan Pacific Safe Community networks.

10. What's next?

After the showcase/Accreditation ceremony ASCF will ensure that the formal application and supporting documents are posted on the ASCF website.

The community is responsible for submitting annual reports to ASCF in August each year. A template will be provided to each community by ASCF in May.

A community who receives Pan Pacific Safe Community Accreditation will also receive membership to the Pan Pacific Safe Communities Network http://www.ppscn.org/ To maintain membership of the PPSCN a community must seek reaccreditation after 5 years.