



# **COMMUNITY SAFETY ADVISORY COMMITTEE REPORT**

WEDNESDAY 5 DECEMBER 2018 AT 9.30AM  
TOWNSVILLE STADIUM

## Advisory Committee Members >>

Councillor Russ Cook	Committee Chair, Townsville City Council
Councillor Mark Molachino	Townsville City Council
Councillor Paul Jacob	Townsville City Council
Marthisa Andrews	Probation and Parole
Dr Mark David Chong	Community Representative
Sandra Crosato-Matters	Department of Aboriginal and Torres Strait Islander Partnerships
Babette Doherty	Victim Assist Queensland
Leanne Small	Department of Child Safety, Youth and Women
Kieran Keyes	Townsville Hospital and Health Service
Inspector Joe Kitching	Queensland Police Service
Paula La Rosa	Centacare North Queensland
Natalie Marr	Crime Stoppers - Townsville Area Volunteer Committee
Dave Olsen	Townsville Youth Justice Service Centre
Fiona Layton-Rick	Alcohol Tobacco and other Drug Services
Tania Sheppard	Housing and Homelessness Services
Christie Peterson	Wilson Security
A/Inspector Matt Lyons	Townsville Stronger Communities Action Group

### Non-member CSAC support role:

Rebecca Pola	Meeting Facilitator, Community Safety Officer, Future Cities, Townsville City Council
Donna Jackson	Principal Inclusive Communities, Future Cities, Townsville City Council

## ACKNOWLEDGEMENT OF COUNTRY

The Townsville City Council would like to acknowledge the Bindal and Gurambilbarra Wulgurukaba peoples as Traditional Owners of the land on which our Council operates. We pay respect to Elders past, present and future and value the traditions, culture and aspirations of the first Australians of this land. We acknowledge and hold in great significance the valuable contribution that Traditional Owners have made and continue to make within the Townsville Community.

## Goals and Objectives of Townsville City Council >>

### Corporate Plan >>

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#### Goal 1 - A Prosperous City

Deliver a strong and innovative economy for Townsville with sustainable growth and support for local jobs and businesses.

Objectives that identify our strategic intent:

- 1.1 Support local businesses, major industries, local innovation and employment growth.
- 1.2 Promote our economic and geographic strengths and market Townsville as a vibrant destination for commerce, education, research, tourism, entertainment and lifestyle.
- 1.3 Plan, support, provide and advocate for infrastructure and investment that supports innovation, residential and economic growth.
- 1.4 Maximize opportunities for economic growth by building and maintaining effective partnerships.

#### Goal 2 - A City for People

Enhance people's experience of Townsville as a liveable and vibrant city by providing services that support the growth of an inclusive, knowledgeable, active, safe and healthy community.

Objectives that identify our strategic intent:

- 2.1 Provide services and local infrastructure that meet community expectations, support growth and provide for the needs of our community.
- 2.2 Improve the liveability of Townsville and encourage active and healthy lifestyles by providing accessible public facilities and community infrastructure.
- 2.3 Improve the vibrancy of Townsville by supporting the community's access to, and participation in, a range of artistic, cultural and entertainment activities.
- 2.4 Enhance community knowledge of and access to council services to improve community wellbeing, health and safety.

#### Goal 3 - A Clean and Green City

Create a sustainable future for Townsville through the protection, maintenance and enhancement of our unique, natural and built environment.

Objectives that identify our strategic intent:

- 3.1 Plan, design and deliver sustainable development and support this by actively managing the natural environment and increasing green infrastructure, at both a city, suburb and place level.
- 3.2 Develop and implement long term solutions for the management of water and waste that are socially, financially and environmentally sound.

#### Goal 4 - A Simpler, Faster, Better Council

Transform the Townsville City Council into a simpler, faster and better council that is easy to work with, and for, and gains community trust by being transparent and managing its resources.

Objectives that identify our strategic intent:

- 4.1 Provide customer-focused services that meet the expectations of our community in a dynamic and adaptive manner.
- 4.2 Ensure that council's plans, services, decisions and priorities reflect the needs and expectations of the community.
- 4.3 Be a valued and committed employer who provides a productive, inclusive and respectful environment for staff and the community.
- 4.4 Improve financial sustainability and provide value and accountability to the community for the expenditure of public funds.
- 4.5 Ensure that public funds are expended efficiently and that council expenditure represents value for money whilst supporting the local economy.

## Community Safety Advisory Committee

### Purpose of the Community Safety Advisory Committee

The Community Safety Advisory Committee is a community engagement body that will assist in identifying, and offering advice on current and emerging community safety and crime prevention concerns within the community, providing feedback on Council projects and initiatives relevant to the community.

The Community Safety Advisory Committee has been established in accordance with section 264 of the *Local Government Regulation 2012* ("the Regulation").

### CSAC Member interaction with media:

Media (TV or newspaper agencies) may be in attendance at meetings and may wish to speak with committee members. It is important to be aware that as a member of the CSAC you are representing and speaking on behalf of your organisation. We would advise that you seek confirmation as to your organisation's media policies, and inform the Meeting Facilitator if you have any issues / concerns.

### 5.8.6 Audio or video recording of a meeting – as per Townsville City Council, Code of Meeting Practice

Only authorised persons may make an audio or video recording of a meeting in accordance with Section 35 of Local Law No. 1 (Administration) 2011.

A person is authorised to make an audio or video recording of the meeting if the Chairperson consents to the recording being made. A record of the Chairperson's consent made in the minutes of the meeting (or the report of a committee meeting) is "written consent" for the purposes of Section 35 of Local Law No. 1 (Administration) 2011.

**REPORT                      COMMUNITY SAFETY ADVISORY COMMITTEE**

**DATE                              Wednesday 5 December 2018**

**ITEMS                            1 to 5**

**PRESENT**

Councillor Russ Cook	Committee Chair, Townsville City Council
Councillor Paul Jacob	Townsville City Council
Babette Doherty	Victim Assist Queensland
Dave Olsen	Townsville Youth Justice Service Centre
Marthisa Andrews	Probation and Parole
Tania Sheppard	Housing and Homelessness Services
Natalie Marr	Crime Stoppers - Townsville Area Volunteer Committee
Inspector Joe Kitching	Queensland Police Service
Leanne Small	Department of Child Safety, Youth and Women
Sandra Crosato-Matters	Department of Aboriginal and Torres Strait Islander Partnerships
A/Inspector Matt Lyons	Townsville Stronger Communities Action Group

**Non-member ICAC:**

Rebecca Pola	Meeting Facilitator, Community Safety Officer, Future Cities, Townsville City Council
Donna Jackson	Principal Inclusive Communities, Future Cities Office, Townsville City Council

**GUESTS**

Phillipa Galligan	Senior Planning Officer, Townsville City Council
Jaqueline Bohn	Principal Projects, Townsville City Council
Glenn Doyle	Queensland Police Service

**APOLOGIES**

Councillor Mark Molachino	Townsville City Council
Dr Mark David Chong	Community Representative
Paula La Rosa	Centacare North Queensland
Christie Peterson	Wilson Security

**NOT PRESENT**

Kieran Keyes	Townsville Hospital and Health Service
Fiona Layton-Rick	Alcohol Tobacco and other Drug Services

## **Opening of meeting**

Councillor R Cook, Chair, opened the meeting at 9.30am.

## **Acknowledgement to Country**

Councillor R Cook provided the Acknowledgement to Country.

## **Disclosures**

CSAC Meeting Facilitator reminded Councillors of their obligations for disclosing conflicts of interest and material personal interests for items on the agenda.

1. Perceived Conflict of Interest – Item 2 – Councillors R Cook and P Jacob – Councillors R Cook and P Jacob own property at Toolakea Beach.
2. Perceived Conflict of Interest – Item 3 – Councillor P Jacob – Councillor P Jacob voted against this item at a Council meeting.

## **Apologies and Leave of Absence**

Apologies were noted.

## **Membership updates**

The CSAC Meeting Facilitator advised that Inspector Kitching is relinquishing his representation and voting rights to Inspector Glenn Doyle due to changes in his role however will still be attending CSAC meetings as/when appropriate. The CSAC Meeting Facilitator thanked Inspector Kitching for his efforts over the past 12 months and welcomed Inspector Doyle.

The CSAC Meeting Facilitator welcomed Inspector Lyons who has taken over as the TSCAG representative for Inspector Doyle.

## **Welcome Guests**

The Chair welcomed guests.

## **Confirmation of minutes of previous meeting**

The Committee confirmed the minutes of the previous meeting held on 24 October 2018. Moved: Marthisa Andrews, Seconded: Dave Olsen.

## **Business Arising from the Minutes**

Nil

## **Agenda Items**

### **Item 1. Action Register Updates (CSAC Meeting Facilitator)**

See Attachment 1 – CSAC Agenda Submission and Meeting Action Register.

The CSAC Meeting Facilitator provided an update on the Action Register, noting:

- 25 items in total
- 7 items currently open
- 3 new items
- 2 agenda submissions – presented as item's 2 and 3 on today's agenda

ATTENDANCE: Councillors R Cook and P Jacob vacated the meeting.

**In accordance with section 175E of the *Local Government Act 2009*, Councillors R Cook and P Jacob declared a perceived conflict of interest in regards to item 2.**

- (a) the name of the councillor who has a real conflict of interest or perceived conflict of interest in the matter;**  
Councillors R Cook and P Jacob.
- (b) the councillor's personal interests in the matter, including the particulars mentioned in section 175E (2) as described by the councillor;**  
Councillors R Cook and P Jacob own property at Toolakea Beach.
- (c) the decisions made under section 175E (4) and the reasons for the decisions;**  
Councillors R Cook and P Jacob vacated the meeting for item 2.
- (d) whether the councillor participated in the meeting, or was present during the meeting, under an approval under section 175F;**  
Councillors R Cook and P Jacob vacated the meeting for item 2.
- (e) if the councillor voted on the matter—how the councillor voted on the matter;**  
Councillors R Cook and P Jacob did not vote on the matter.
- (f) how the majority of councillors who were entitled to vote at the meeting voted on the matter.**  
The item did not require a vote.

## **Item 2. Adapting to Coastal Change Presentation (update)**

Phillipa Galligan, Senior Planning Officer, provided an update on the Adapting to Coastal Change project and provided the survey summary and findings.

Phillipa advised that she would like a representative from CSAC to attend the proposed Adapting to Coastal Change stakeholder group workshop in early 2019. Marthisa Andrews advised that she would be interested in attending. Phillipa advised that she will send an invitation to Marthisa (through the CSAC Meeting Facilitator).

ATTENDANCE: Councillor R Cook resumed a seat at the meeting.

**In accordance with section 175E of the *Local Government Act 2009*, Councillor P Jacob declared a perceived conflict of interest in regards to item 3.**

- (a) the name of the councillor who has a real conflict of interest or perceived conflict of interest in the matter;**  
Councillor P Jacob.
- (b) the councillor's personal interests in the matter, including the particulars mentioned in section 175E (2) as described by the councillor;**  
Councillor P Jacob voted against this item at a Council meeting.
- (c) the decisions made under section 175E (4) and the reasons for the decisions;**  
Councillor P Jacob vacated the meeting for item 3.
- (d) whether the councillor participated in the meeting, or was present during the meeting, under an approval under section 175F;**  
Councillor P Jacob vacated the meeting for item 3.
- (e) if the councillor voted on the matter—how the councillor voted on the matter;**  
Councillor P Jacob did not vote on the matter.
- (f) how the majority of councillors who were entitled to vote at the meeting voted on the matter.**  
The item did not require a vote.

### **Item 3. Central Park – Concept Plan & 2019 Construction Plan Presentation**

Jaqueline Bohn, Principal Projects, provided a presentation on Central Park – Concept Plan and 2019 Construction Plan, noting that community consultation is currently underway and closes at the end of January 2019 (extended from December 2018).

Jaqueline advised that a new Council office is open in Flinders Street and Council encourage the community to visit and provide feedback on projects.

The Committee raised queries and Jacqueline provided responses to queries raised.

Feedback on the project can be provided by the following website:

<https://www.townsville.qld.gov.au/2020/projects/central-park>

ATTENDANCE: Councillor P Jacob resumed a seat at the meeting.

### **Item 4. Feedback from the Committee Survey & discussion of results**

The CSAC Meeting Facilitator provided an overview of the highlights from 2018, noting that CSAC's first deliverable has been completed. Marthisa Andrews queried the radio slot. The CSAC Meeting Facilitator advised that Dr. Mark is sending through a list of dates for the radio slots in 2019 and that she will follow up with Dr. Mark on this item.

The CSAC Meeting Facilitator provided feedback from the Committee Survey, noting:

- Meetings will remain bi-monthly, now occurring on the 4<sup>th</sup> Wednesday of the meeting month, and that 2019 meeting dates will be sent to members for confirmation.
- No change in venue.
- Feedback from Committee was that meetings are too long.
- Topics for consideration in 2019.
- Deliverable focus for 2019.
- Additional membership suggestions for 2019.

The CSAC Meeting Facilitator prompted discussion. The Committee discussed the item and suggested the start time change from 9.30am to an 8.30am start with a finish time of 10.30am.

It was RESOLVED to move the CSAC meetings to an 8.30am start (previously 9.30am). MOTION CARRIED.

The CSAC Meeting Facilitator requested the Committee to advise if they have any membership suggestions and suggestions of guests/organisations that could present to the CSAC.

The CSAC Meeting Facilitator requested members to advise of their availability to host a CSAC meeting at their facility once the 2019 meeting dates are distributed.

### **Item 5. Community Safety Survey Results & Discussion**

The CSAC Meeting Facilitator provided the results from the Community Safety Survey, noting:

- Launched first CSAC survey which ran from October – November. Total of 153 surveys.
- Survey also completed at pop up stall at White Ribbon Day, 23 November.
- Largest age grouping who completed the survey was 26-55 year olds.
- Issues, priority ranked: substance misuse, mental health, crime.
- Information access point, ranking: social media, radio, television.
- Positive contributions to safety: reporting crimes was ranked number one.



The CSAC Meeting Facilitator prompted discussion of results. The Committee discussed the survey results, provided comments/suggestions for future surveys, and raised queries. The CSAC Meeting Facilitator noted the suggestions, provided responses to queries raised and advised that the survey results can be sent to Committee members via email.

ATTENDANCE: Natalie Marr vacated the meeting during discussions on item 5.

Inspector Kitching provided comments in relation to encouraging people to engage and get more involved with the community. The Principal Inclusive Communities suggested linking items to the action plan, ensuring the action plan has a defined focus.

The Committee discussed the content of future surveys. The CSAC Meeting Facilitator suggested looking at the structure of future surveys, either using elements of the previous survey or creating something completely new, and aligning the survey with CSAC deliverables.

Councillor P Jacob raised a query in relation to feeding community safety information into Council's Dashboard. The CSAC Meeting Facilitator advised that she is in conversations with the Team Manager Community Engagement (TCC) in relation to this and that some information provided by the Committee at the last meeting has been considered for the Dashboard.

ATTENDANCE: Councillor R Cook and Tania Sheppard vacated the meeting. Councillor R Cook thanked the CSAC Meeting Facilitator and the Committee for their work throughout 2018 and wished everyone a safe and Merry Christmas. The CSAC Meeting Facilitator seconded these comments and thanked Councillor R Cook for his work as Chair of the Committee.

### **Action Plan – Actions in Focus**

The CSAC Meeting Facilitator provided an update on the status of actions in focus.

- 5 ignite deliverables.
- 10 active deliverables.
- 1 completed deliverable.
- 1 not yet commenced.
- 17 deliverables in total under the action plan.

### **a) Working Group Update – 2.2.1 Collaboration approach to create pop up event/activities approaches to increase community safety education at community events and activities**

The CSAC Meeting Facilitator provided an update on 2.2.1 Collaboration approach to create pop up event/activities approaches to increase community safety education at community events and activities, noting:

- 2 pop up events held this year and CSAC can discuss further options for pop up events next year.

### **Action Plan Discussion**

*2.2.3 – Identify and promote tool kits available to the community that promotes community and personal safety.*

The CSAC Meeting Facilitator prompted discussion in relation to the item, noting that this agenda item is a general brainstorm and that the deliverable's intent is to identify and promote toolkits.

Councillor P Jacob requested an overview/reminder of previous toolkit discussions. The Principal Inclusive Communities provided an overview.

Councillor P Jacob and Babette Doherty discussed links to safety information i.e. substance abuse – how to safely approach a person abusing a substance.

The Principal Inclusive Communities suggested tabling the Mentally Healthy City program if CSAC wish to commence discussions on mental health.

The CSAC Meeting Facilitator summed up the Committees discussion and noted that the individually focused toolkit needs to provide information in specific areas to allow someone to navigate through the subject, and to start with the top three priority areas. The Principal Inclusive Communities noted Council could host a website with links through to organisations information on these topics.

## **General Business**

### **(i) Thank you for 2018**

The CSAC Meeting Facilitator thanked the meeting support staff and Committee members for their participation and work throughout 2018 and wished everyone a Merry Christmas.

The CSAC Meeting Facilitator closed the meeting at 11.51am.

**Next meeting – Wednesday 27 February 2019**

**Agenda items due – 28 January 2019**

**Venue – Townsville Stadium, Murray Lyons Crescent, Annandale (Murray Sports Complex), First Floor - Skyboxes 4&5**

**COUNCILLOR R COOK  
CHAIR**

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 1 of 3**

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
Item Number	Agenda Notification OR Meeting Action	Your Organisation/Group	Agenda item/Action Topic Title	In less than 200 words (dot point preferred), provide a brief description of the topic you would like discussed by the Advisory Committee.	In less than 100 words (dot point preferred), outline how you would like the topic to be resolved or supported by the Advisory Committee.	Meeting date assign	Action to submission	Action to occur	By Whom
1	Agenda Notification	Paluma Environmental Education Centre Parents and Citizens Association	Road Safety Advisory Committee	How does the Parents and Citizens Association request resealing of the car parking area in front of the Centre, sealed by the former Thuringowa City Council but omitted from Townsville City Council's recent resealing roadworks in Paluma?	Need to know who to ask – unsure if this is within the scope of this committee, but can find no reference to road safety on W6 website. Does TIDS funding for projects like this still exist (can't find it on any State government website either)? We need the parking area resealed.	na	Operational matter specific to customer. Contact made with customer and directed to TCC website to complete a 'report a problem' form	nil	nil
2	Meeting Action	Townsville City Council	CSAC Member recommendations	Meeting Facilitator requested committee member's email through any recommendations of new members for consideration	Members to email Meeting Facilitator	16-May-17	na	ongoing – Members to email any recommendations to expand on membership group	CSAC Members
3	Meeting Action	CSAC Members	Community Safety Advisory Committee Action Plan	The Meeting Facilitator to circulate the Draft Action Plan to committee members for review and to provide feedback prior to the next CSAC meeting	circulation of a draft Action Plan	16-May-17	nil	Meeting Facilitator to compile draft action plan and facilitate action plan workshop for next meeting <b>COMPLETED</b> – Action Plan to go to Council Meeting in 2018	Meeting Facilitator
4	Meeting Action	Dr Mark Chong	Community Safety information	Dr Mark Chong to provide documents on Community Safety to the meeting facilitator to circulate to the committee prior to the next CSAC meeting	circulation of community safety information provided by Dr Mark Chong	16-May-17	nil	Dr Chong to provide information to Meeting Facilitator <b>COMPLETED</b> – Information provided.	
5	Meeting Action	CSAC Members	Dr Mark Chongs Radio Project	Radio project to promote good news stories on a local radio station.	Feedback from the committee regarding support for the project	16-May-17	nil	Committee supported Dr mark David Chong recommendation to promote crime related story's from the committee on local radio <b>COMPLETED</b>	nil
6	Agenda Notification	Queensland Fire and Emergency Services Northern Region	Combined QPS&QFES "Safe Citizen - Safe Home - Safe Neighbourhood" free	Discuss proposed combined free public forum provided by QPS and QFES titled 'Safe citizen - Safe Home - Safe Neighbourhood'.		18/07/2017	Agenda item for July 2017 meeting	<b>COMPLETED</b>	
7	Meeting Action	CSAC Members	Heatley Park Community Safety Audit	Committee wishes to learn about the Heatley Park community safety community actions being led by Cr Rehbein	Invitation to Cr Rehbein to attend September 2017 meeting	20/09/2017	Cr Rehbein accepted invitation	Provide confirmed CSAC agenda for 20/9/2017 to Cr Rehbein <b>COMPLETED</b>	Meeting Facilitator
8	Agenda Notification	CSAC Meeting Facilitator	Stronger Communities Action Group	Invite Inspector G Doyle to provide update on the progress in regards to Youth Crime in Townsville.	Stay informed through regular communication with this state government action group. Work collaboratively.	28/02/2018	Inspt G Doyle accepted invitation	<b>COMPLETED</b> – Inspector G Doyle presented at February 2018 CSAC meeting.  February 2018 update – scheduled agenda item for February 28 meeting  November 2017 Update – to be rescheduled in the New Year due to State Government currently in caretaker mode	Meeting Facilitator
9	Meeting Action	CSAC Members	Youth Justice – Presentation from Mr D Olsen	Youth Justice data and new initiatives	Provide updated information to the Community Safety Advisory Committee	tbc	Agenda item to be assigned to CSAC meetings in 2018	<b>October 2018 Update</b> – Presentation to be held in the 2018 new year. <b>August 2018 Update</b> – Continuing to monitor, a timeframe is still to be determined. <b>June 2018</b> – Update – postponed. Suitable presentation timeframe to be determined by Youth Justice. <b>February 2018 Update</b> – postponed. Suitable presentation timeframe to be determined by Youth Justice. <b>November 2017 update</b> – to be rescheduled in the New Year due to State Government currently in caretaker mode	Meeting Facilitator

## Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 2 of 3

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register										
10	Agenda Notification	Councillor Russ Cook Chairperson CSAC	Lighting	Cr Cook advised that The Mayor of Townsville, Cr Jenny Hill, would like the CSAC to discuss lighting at a future meeting	Future discussion	tbc	Agenda item to be assigned to CSAC meetings in 2018	The Mayors office advised no further action needed on this item (03/09/2018) <b>COMPLETED</b>	Chair of Meeting	
11	Agenda Notification	Councillor Russ Cook Chairperson CSAC	Abandoned Vehicles Initiative	Update on initiative including the planned MOU between Queensland Police Service and Townsville City Council	Future discussion	24/10/2018	Agenda item to be assigned to CSAC meetings in 2018	<b>July 2018 Update</b> - Cr Cook is in discussions with QPS on this matter. <b>August 2018 Update</b> - Inspector Kitching & Cr Cook to look at presenting this item back to the group at the October 2018 meeting. <b>October 2018 Update</b> - Cr Cook gave update of process and how it has been streamlined. <b>COMPLETED.</b>	Meeting Facilitator	
12	Meeting Action	CSAC Members	Pan Pacific Safe Communities Accreditation	<b>Recommendation for Council to consider</b> further discussion and investigate into the Pan Pacific Safe Communities Accreditation for Townsville	Council undertake investigation for feasibility to move forward with the Pan Pacific Safe Communities Accreditation program	22/11/2017	Recommendation to Council	<b>October 2018</b> - Report was tabled at the full Council meeting in September 2018. Report recommendations that TCC not proceed with the accreditation was endorsed. <b>August 2018</b> - Pan Pacific Accreditation report recommendations to go to Council in September 2018 <b>June 2018 Update</b> - feasibility considerations have commenced - nil update to CSAC at this point of time.  <b>May 2018 Update</b> - To be lead by Councils Community Safety Officer once appointed.  <b>29 November 2017</b> Ordinary Council carried unanimously support to consider progressing an application for Pan Pacific Safe Community Accreditation. Process operationally will commence upon appointment of the Community Safety Officer. <b>COMPLETED</b>	TCC Community Safety Officer	
13	Meeting Action	CSAC Meeting Facilitator	Meeting minutes November 2017	Meeting minutes to be confirmed by flying minute	n/a	n/a	Flying Minute	<b>COMPLETED</b> - flying minute dated 28/2/2018. November 2017 minutes confirmed by Jan Pool and seconded by Dr Mark David Chong	Meeting Facilitator	
14	Meeting Action	CSAC Members	CSAC Action Plan 2018-2020	Identification of members as Lead Agency and/or Interested Agency	Members to identify and email Meeting Facilitator and/or to be re-agended at the next CSAC meeting	2/05/2018	Agenda item	<b>COMPLETED</b> - agenda item for CSAC meeting 2/5/2018	Meeting Facilitator	
15	Meeting Action	CSAC Meeting Facilitator	Membership	Wilson Security and PCYC expressed interest in joining CSAC membership	Application forms to be forwarded	n/a	n/a	<b>COMPLETED</b> - outcome - to be table for endorsement by CSAC members at June 2018 meeting	Meeting Facilitator	
16	Meeting Action	CSAC Meeting Facilitator	Membership	PCYC Castle Hill expressed interest in joining CSAC membership	Application forms to be forwarded	n/a	n/a	<b>COMPLETED</b> - outcome PCYC application 'on hold' at request of PCYC.	Meeting Facilitator	
17	Meeting Action	CSAC Members	Media messages	Use and connection with media outlets to support changing perspectives and messaging	<b>Action:</b> Meeting Facilitator to investigate approaches to involve media.	2/05/2018	Agenda item to be assigned as soon as possible	<b>August 2018</b> - Continuing to be investigated <b>June 2018 Update</b> - Item being investigated. Updates to be provided as needed.	Meeting Facilitator	
18	Agenda Submission	Councillor Russ Cook Chairperson CSAC	Increase knowledge of local organisations	Build knowledge of work occurring within the community	Invite QuilHN to a future Community Safety Advisory Committee meeting	16/05/2018	August 2018 meeting	<b>COMPLETED</b> - QuilHN representative attended August meeting and gave presentation	Meeting Facilitator	
19	Meeting Action	CSAC Members	Priority areas for Community Safety Plan	Identification of some core priority areas the CSAC group want considered as part of the TCC Community Safety Plan.	CSAC group to provide a list of priority areas for possible inclusion in the TCC Community Safety Plan.	22/08/2018	Agenda item to be assigned to August 2018	<b>COMPLETED</b> - Feedback was collected from Committee. Further progression will be included in the CSAC Action Plan	Meeting Facilitator	
20	Meeting Action	CSAC Members	2.2.3 Identify and promote Tool Kits	Further work is needed to address deliverable 2.2.3 Identify and promote Tool kits available to the community that promotes community and personal safety.	Meeting Facilitator to set up working group to start discussions around this deliverable	NA	Meeting request to go out	<b>October 2018 Update</b> - Deliverable will be looked at again in 2019. <b>August 2018 Update</b> - Dates for working group to be sent out for any interested CSAC member participation	Meeting Facilitator	
21	Agenda Submission	Member of Public	Presentation request	Pets in Crisis - DV is an issue in Townsville and individuals who experience serious DV may need to seek refuge however most places available for refuge cannot accommodate their pets.	Could CSAC discuss whether the Council can provide support in this area by initiating a similar program for the Townsville region to support individuals and pets in domestic violence situations	TBA	Potentially an operational matter with consideration to referring it to the TCC Animal Advisory Committee.	Community Safety Officer followed up with the Meeting Facilitator from the TCC Animal Advisory Committee who recommended that the agenda submission sat more appropriately with that group. Item has been sent to Animal Advisory Meeting Facilitator and the person who submitted the request has been informed. <b>COMPLETED</b>	Meeting Facilitator	

### Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 3 of 3

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
22	Agenda Submission	Townsville City Council Officer	Presentation request	Would like to undertake a presentation of the Adapting to Coastal Change in Townsville Project to the Committee	Would like to inform the committee about the project.	24/10/2018	Discussion is occurring regarding which meeting the presentation will occur	An invite for the October 2018 meeting has been sent to the TCC representative. <b>COMPLETED</b>	Meeting Facilitator
23	Meeting Action	CSAC Members	Information Request	Dr Mark Chong will talk to radio station to see if any CrimWatch slots are available for 2019 for the Committee to consider utilising	Dr Mark Chong to provide a list of proposed dates from radio station to committee for consideration for recording some sessions.	5/12/2018	List of dates for radio slots	A list of radio dates will be sent out to committee for consideration for interviews.	Meeting Facilitator
24	Meeting Action	CSAC Members	Information Request	Access additional information on the Townsville Dashboard concept	Rebecca to ask Margaret Darveniza for some additional information on the Townsville Dashboard Concept for Committee to consider.	ASAP	N/A	Additional information on the Townsville Dashboard concept will be disseminated to Committee members for consideration.	Meeting Facilitator
25	Meeting Action	CSAC Members	Feedback Request	Committee members to provide any further feedback on the townsville dashboards concept.	Feedback on any other suggested inclusions for the Townsville Dashboard concept to be sent onto Rebecca for collation.	30/11/2018	N/A	Rebecca to send the collated feedback to Margaret Darveniza for consideration.	Meeting Facilitator