



# **COMMUNITY SAFETY ADVISORY COMMITTEE**

## **REPORT**

**TUESDAY 3 DECEMBER 2019 AT 9.03 AM**

**TOWNSVILLE STADIUM**

## Advisory Committee Members >>

Councillor Russ Cook	Committee Chair, Townsville City Council
Councillor Paul Jacob	Townsville City Council
Councillor Mark Molachino	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
Jeanette Macintosh	Department of Child Safety, Youth and Women
Sharon Kelly	Townsville Hospital and Health Service
Inspector Glenn Doyle	Queensland Police Service
Paula Washington	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
Acting Inspector Matt Lyons	Townsville Stronger Communities Action Group
Acting Inspector Jock Crome	Queensland Fire and Emergency Services
Enid Surha	Townsville Community Health Services
Dr Anne Ferguson	Central Queensland University

### Non-member CSAC support role:

Keesha Booth	Acting Meeting Facilitator, Community Programs Officer, Community Engagement, Townsville City Council
Rebecca Pola	Community Development Officer - Recovery, Community Engagement, Townsville City Council

## Goals and Objectives that identify strategic intent 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.
- 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, resilient, safe and healthy community.
- 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.
- Goal 4 -** A Smarter, Faster, Better Council - Ensure the Townsville City Council remains a smarter, faster and better Council that is easy to work with, and for, and gains community trust by being transparent and managing its resources well.

### Objectives >>

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#### Goal 1 - A Prosperous City

- 1.1 Support local businesses, major industries, local innovation and employment growth.
- 1.2 Activate economic and geographic strengths and market Townsville as a vibrant and smart 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

- 2.1 Provide services and local infrastructure that meet community expectations, support growth, build resilience 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, community infrastructure and creating placemaking activities.
- 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

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

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

- 4.1 Provide customer-focused services that enhance the customer experience and 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 Ensure that public funds are expended efficiently and that Council expenditure represents value for money whilst supporting the local economy.
- 4.4 Be a valued and committed employer who provides a productive, inclusive and respectful environment for staff and the community.
- 4.5 Improve financial sustainability and provide value and accountability to the community for the expenditure of public funds.

### ACKNOWLEDGEMENT OF COUNTRY

The Townsville City Council would like to acknowledge the traditional owners and custodians of Townsville – the Wulgurukaba of Gurambilbarra and Yunbenun; and Bindal people. We pay our respect to their cultures, their ancestors and their elders, past and present, and all future generations.

TOWNSVILLE CITY COUNCIL  
COMMUNITY SAFETY ADVISORY COMMITTEE  
TUESDAY 3 December 2019

## 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                              Tuesday 3 December 2019**

**ITEMS                            1 to 4**

**PRESENT**

Councillor Russ Cook	Committee Chair, Townsville City Council
Councillor Mark Molachino	Townsville City Council
Christie Peterson	Wilson Security
Corinne Moore	Townsville Youth Justice Service Centre (Proxy for Dave Olsen)
Sandra Crosato-Matters	Department of Aboriginal and Torres Strait Islander Partnerships
Non-member ICAC:	
Keesha Booth	Community Program Officer, Townsville City Council
Rebecca Pola	Community Development Officer- Recovery, Townsville City Council

**GUESTS**

Sally Butler	Principal Inclusive Communities, Future Cities, Townsville City Council
Elise Feltham	Queensland Police Services

**APOLOGIES**

Councillor Paul Jacob	Townsville City Council
Acting Inspector Matt Lyons	Townsville Stronger Communities Action Group
Marthisa Andrews	Probation and Parole
Fiona Layton-Rick	Alcohol Tobacco and other Drug Services
Inspector Joe Kitching	Queensland Police Service
Kristy Jensen	Centacare North Queensland (Proxy for Paula Washington)
Leanne Small	Department of Child Safety, Youth and Women
Natalie Marr	Crime Stoppers - Townsville Area Volunteer Committee
Acting Inspector Jock Crome	Queensland Fire and Emergency Services
Julie McTaggart	Team Leader, Community Development, Townsville City Council
Dr Mark David Chong	Community Representative
Babette Doherty	Victim Assist Queensland
Sharon Kelly	Townsville Hospital and Health Service
Inspector Glenn Doyle	Queensland Police Service
Tania Sheppard	Dept of Housing
Kieran Keys	Queensland Health

### **Opening of meeting**

The Community Safety Advisory Committee (CSAC) Chair, Councillor R. Cook opened the meeting at 9.03am.

A quorum was not present, the Chair closed the official meeting and a general discussion occurred. Below are the notes of the matters discussed after the official meeting was closed.

### **Acknowledgement of Country**

The Chair provided the Acknowledgement of Country.

### **Disclosure of Interests**

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

There were no conflicts of interest or material personal interests declared.

### **Apologies and Leave of Absence**

Apologies were noted.

### **Membership Updates**

The Chair confirmed new members of the Committee, Dr Anne Ferguson and Enid Surha.

### **Welcome Guests**

The Chair welcomed guests.

### **Correspondence**

The Chair provided an overview of recent correspondence received in relation to this Committee including information on the following items:

- Notice of meeting email
- Coordinator High Risk Youth Court
- Anti-theft number plate screw event; and
- Notes from last meeting held 23 October 2019.

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

There were no minutes from the previous meeting held on Wednesday 23 October 2019 due to a quorum not being met.

## **Agenda Items**

### **Item 1: Action Register Update**

The Meeting Facilitator provided an update on the Action Register.

- 35 items in total
- 2 open items

See Attachment 1 – Community Safety Advisory Committee Agenda Submission and Meeting Action Register.

### **Item 2: Draft Livability Strategy**

Sally Butler, Principal Inclusive Communities, Future Cities provided an overview of Draft Livability Strategy 2020-2024.

Information provided was as follows:

#### **Liveability Study**

- Why?
- How?
- Top care factor themes:
  - People want the environment to be green and well looked after
  - People want to feel safe
  - People want access to active transport
  - People want access to local amenities
- Draft Liveability Strategy
- Livability focus
- Overarching principles
- Liveability strengths
- Liveability opportunities
- Aligned deliverables

**Action: The meeting facilitator will send the link to members.**

### **Item 3: Draft Inclusion and Diversity Strategy**

Sally Butler, Principal Inclusive Communities, Future Cities also provided a presentation on the Diversity and Inclusion Strategy. The draft strategy objective is to identify direction and commitment to ensure everyone in Townsville has an equal opportunity to enjoy, participate and contribute to our city regardless of your age, ability or background.

The presentation included information on the following:

- Why;
- What;
- How;
- Strategy objective;
- Diversity;
- Inclusion;
- Themes – connect, work, live and enjoy; and
- Timeframe.

**Action: The meeting facilitator will send the link to members.**

#### **Item 4: Queensland Police Services - Cross Cultural Liaison Officers (CCLO's)**

Elise Feltham, Queensland Police Services provided a presentation of Queensland Police Services – Police Liaison Officers (PLOs) and Cross Cultural Liaison Officers (CCLO's).

Key points were as follows:

- Role and function of PLOs
- Orientation of PLOs in the Townsville Police District
- PLOs powers; and
- PLOs duties.

Committee members discussed various aspects of community safety including:

- Public education
- Existing community programs having a positive impact; and
- Opportunities to break down barriers.

#### **Action Plan - Actions in Focus**

##### **Updates**

The Meeting Facilitator provided an update on the following items:

- Mini Criminology Conference at JCU hosted by Dr Mark Chong - 1 November 2019
  - The Chair provided a summary of some of the presentations and purpose of some of the programs highlighted on the day.
- Guns vs Hoses events
  - The Chair provided a summary of the event and noted the event is growing every year and how the event is a good fundraiser for the community and was also an opportunity for emergency services to collaborate.

##### **Action Plan Summary**

**Action: The Meeting Facilitator to circulate the Action Plan to members seeking input and feedback.**

##### **Group Review and Evaluation**

The Meeting Facilitator provided an overview of the Townsville City Council Advisory Committee Forum 2020 and explained the concept.

The Committee reflected on the last year and provided some early feedback to inform the agenda for the upcoming forum and provided answers to the following questions:

- What do you feel have been the highlights and the greatest achievements during this term of the Inclusive Community Advisory Committee?
  - Sharing of information and what's happening in the Committee
  - Ability to take information back to relevant organisations
  - The Advisory Committee performing the role of an actual advisory body; and
  - An opportunity to showcase initiatives.
- How have you/your organisation benefited from being a part of the Inclusive Community Advisory Committee?



- Provides an opportunity for networking, relationship building and cross sector collaboration
  - Establishes key contacts and open the lines of communication; and
  - Provides and open forum to the public.
- When considering how the meetings have been facilitated and run, what has gone well and where could we make changes?
    - A flexible approach to meeting times is welcomed
    - The agenda format was commended; and
    - Meeting facilitator's effort is appreciated.

**Action: The Meeting Facilitator to send a calendar invite to members.**

**Action: The Meeting Facilitator to circulate questions to members.**

### **General Business**

The Meeting Facilitator thanked Rebecca Pola (previous Meeting Facilitator) for her efforts over the last 2 years.

The Chair thanked everyone for their input over the last year and wished everyone a safe and happy Christmas.

The Meeting Facilitator thanked the Chair.

**Next meeting – TBA**

**Agenda items due – TBA**

**Venue – TBA**

The Chair closed the meeting at 11.09am.

**COUNCILLOR R.COOK  
CHAIR**

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 1 of 5**

<b>Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register</b>										
<b>Item Number</b>	<b>Agenda Notification OR Meeting Action</b>	<b>Your Organisation/Group</b>	<b>Agenda item/Action Topic Title</b>	<b>In less than 200 words (dot point preferred), provide a brief description of the topic you would like discussed by the Advisory Committee.</b>	<b>In less than 100 words (dot point preferred), outline how you would like the topic to be resolved or supported by the Advisory Committee.</b>	<b>Meeting date assign</b>	<b>Action to submission</b>	<b>Action to occur</b>	<b>By Whom</b>	
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 TIOS 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	<b>Sept 2019</b> - Memberships have been endorsed by Committee, pending Council endorsement at CCDC meeting. <b>August 2019</b> - Two Membership applications received, will go to August meeting for endorsement. <b>April 2019</b> - Membership requests sent out, waiting on response. <b>March 2019</b> - Contact is being made with several individuals to see if they are interested in becoming a member of CSAC. <b>December 2018</b> - Committee survey indicated some additional considerations for CSAC membership in 2019. Committee to send through any other suggestions before February 2019. 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 public forum	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	

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 2 of 5**

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
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	<p><b>COMPLETED</b> - Inspector G Doyle presented at February 2018 CSAC meeting.</p> <p>February 2018 update - scheduled agenda item for February 26 meeting</p> <p>November 2017 Update - to be rescheduled in the New Year due to State Government currently in caretaker mode</p>	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	<p><b>June 2019</b> - Presentation scheduled for June 2019 meeting. <b>COMPLETED</b></p> <p><b>April 2019</b> - Presentation is scheduled for the June 2019 meeting.</p> <p><b>October 2018 Update</b> - Presentation to be held in the 2019 new year.</p> <p><b>August 2018 Update</b> - Continuing to monitor, a timeframe is still to be determined.</p> <p><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.</p> <p><b>November 2017 update</b> - to be rescheduled in the New Year due to State Government currently in caretaker mode</p>	Meeting Facilitator
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	<p>The Mayors office advised no further action needed on this item (03/03/2018)</p> <p><b>COMPLETED</b></p>	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	<p><b>July 2018 Update</b> - Cr Cook is in discussions with QPS on this matter.</p> <p><b>August 2018 Update</b> - Inspector Kitching &amp; Cr Cook to look at presenting this item back to the group at the October 2018 meeting.</p> <p><b>October 2018 Update</b> - Cr Cook gave update of process and how it has been streamlined.</p> <p><b>COMPLETED.</b></p>	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	<p><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.</p> <p><b>August 2018</b> - Pan Pacific Accreditation report recommendations to go to Council in September 2018</p> <p><b>June 2018 Update</b> - feasibility considerations have commenced - nil update to CSAC at this point of time.</p> <p><b>May 2018 Update</b> - To be lead by Councils Community Safety Officer once appointed.</p> <p><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.</p> <p><b>COMPLETED</b></p>	TCC Community Safety Officer

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 3 of 5**

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
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>July 2019</b> – Radio spots with Triple T are being organised for committee members to communicate positive community safety messages. <b>December 2018</b> – Action to be revisited in line with relevant deliverable in 2019. <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 QuIHN to a future Community Safety Advisory Committee meeting	16/05/2018	August 2018 meeting	<b>COMPLETED</b> – QuIHN 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>December 2019</b> – Toolkit was discussed at December CSAC meeting- Action item to remain open. <b>Sept 2019</b> – Toolkits were discussed at August CSAC meeting. Final draft is being prepared. <b>July 2019</b> – Working group scheduled for August 2019 before CSAC meeting. <b>June 2019</b> – Working group meeting occurred 1 May 2019, revisited at June meeting. <b>April 2019</b> – this deliverable was discussed at the April 2019 meeting, a working group date will be announced soon. <b>December 2018</b> – A brainstorm session was held at the meeting to help define areas of interest for the deliverable. This deliverable will be focused on in early 2019. <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.	December 2018 – Feedback was provided to Margaret Darveniza for consideration as part of the October 2018 meeting. <b>COMPLETED</b>	Meeting Facilitator
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

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 4 of 5**

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
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.	27/02/2019	List of dates for radio slots	October 2019- mentioned at CSAC October meeting. Project to continue with JCU. <b>CLOSED</b> July 2019 – Volunteers have been requested to send their 1000 word brief to Dr Mark David Chong as soon as possible. June 2019 – Three committee members have nominated to undertake a radio spot to commence in July 2019. April 2019 – Committee agreed to continue this item. An email will be sent out to members to advise of possible timeframe. March 2019 – Triple T Community Radio has confirmed they could have monthly radio spots available. This area to be looked at in the April 2019 meeting. December 2018 – The meeting facilitator to follow up on this item for the February 2019 meeting. October 2018 – A list of radio dates will be sent out to committee for consideration for interviews. December 2019- CSAC Committee members invited to write a script for allocated radio spots. TCC Marketing and Comm's to confirm CSAC mention in the radio spot.	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	<b>August 2019</b> – A townsville dashboards presentation was held at the August meeting. <b>COMPLETED</b> <b>July 2019</b> – Request for presentation regarding Dashboards has been made for the October 2019 meeting to update on this item. <b>March 2019</b> – The Townsville Dashboard is now live. Consideration for further inclusions will be discussed at meetings. <b>December 2018</b> – Meeting Facilitator is continuing to liaise with Margaret Darveniza on this item in relation to community safety. <b>October 2018</b> – 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.	ASAP	N/A	<b>December 2018</b> – Feedback was provided to Margaret Darveniza for consideration as part of the October 2018 meeting. <b>COMPLETED</b>	Meeting Facilitator
26	Meeting Action	CSAC Members	Meeting times	As part of the CSAC committee survey it was suggested that the meetings went for too long. The committee was asked to provide feedback on timings for the meeting	The committee provided feedback and made suggestions on changes to the times for the bi monthly CSAC meetings.	5/12/2018	Passed by majority vote	Committee voted to change the bi monthly CSAC meeting times to 8.15am for a 8.30am start and conclude at 10.30am. This change was voted on by the committee and will be implemented in the 2019 meeting schedule. <b>COMPLETED.</b>	Meeting Facilitator
27	Agenda Submission	Townsville City Council	Presentation request	Would like to undertake a presentation of the Liveability Study at the committee meeting	Would like to inform the committee about the project.	Dec-18	Presentation scheduled for April 2019 meeting	<b>April 2019</b> – Presentation occurred. Item <b>COMPLETED.</b> <b>March 2019</b> – Presentation is on the agenda for the April 2019 meeting.	Meeting Facilitator
28	Agenda Submission	CORES	Presentation request	Would like to undertake an information presentation on the CORES program at the committee meeting	Would like to provide information on the CORES project.	Dec-18	Presentation scheduled for April 2019 meeting	<b>April 2019</b> – Presentation occurred. Item <b>COMPLETED.</b> <b>March 2019</b> – Presentation is on the agenda for the April 2019 meeting.	Meeting Facilitator

**Attachment 1 – CSAC Agenda Submission and Meeting Action Register – Page 5 of 5**

Community Safety Advisory Committee - Agenda Submissions and Meeting Action Register									
29	Agenda Submission	ERGON	Presentation request	Would like to undertake a presentation about getting a Smile for Sam sign on Dalrymple Rd.	Would like to speak to the committee regarding the sign.	Dec-18	Investigating this request	<b>June 2019</b> – Invitation was sent for presentation to occur at June meeting. CRM was raised negating need for presentation. <b>COMPLETED.</b> <b>March 2019</b> – Liaising with representative regarding this request and whether a request has already been submitted to Council.	Meeting Facilitator
30	Meeting Action	CSAC Members	Working Group	Formation of a working group to discuss possible questions for a Community Safety Survey.	Interested Committee members to attend working group meetings on this item.	Apr-19	Working group meeting to be scheduled	<b>October 2019</b> – Survey link has been disseminated to committee, survey is live. <b>COMPLETED.</b> <b>Sept 2019</b> – Survey draft is completed should launch publicly late September 2019. <b>July 2019</b> – an email with the proposed survey questions was sent out to committee for comment final draft to be tabled at August CSAC meeting. <b>June 2019</b> – A working group meeting occurred on 7 May 2019 and this item was discussed again at the June meeting. <b>April 2019</b> – Meeting facilitator to send out a meeting date for the working group to meet on this matter.	Meeting Facilitator
31	Meeting Action	CSAC Members	Feedback Request	Collation of a list of Domestic and Family Violence activities/events/projects that are occurring throughout Townsville.	Meeting Facilitator to email Committee asking for feedback on DFV projects/Events that are coming up and provide a calendar for committee members as a reference.	Aug-19	Feedback sent out to committee once collated	<b>August 2019</b> – No response from committee was received so item is being closed. <b>CLOSED</b> <b>July 2019</b> – Email sent out to committee requesting lists of DFV events/projects.	Meeting Facilitator
32	Meeting Action	CSAC Members	Presentation request	Presentation at meeting from a Dept of Education representative who can provide insight on what Schools are doing in the Domestic and Family Violence education space.	David Olsen to email Meeting Facilitator Dept of Education contact details for follow up to request a presentation.	Aug-19	Organise a presentation at next CSAC meeting	<b>October 2019</b> – mentioned at October CSAC meeting. Multiple communication attempts made with nil responses– Action item closed. <b>CLOSED August 2019</b> – Waiting on a response from Dept of Ed representative. <b>July 2019</b> – Email sent to Department of Education representative to request a presentation at the August 2019 meeting.	Meeting Facilitator
33	Meeting Action	Guns Vs Hoses Event	Event - Pop up Stall	Request to arrange for another CSAC stall at the Guns Vs Hoses event in October.	Meeting facilitator to organise a stall with event organisers	Oct-19	Organise stall	<b>November 2019</b> – CSAC did not have the participation numbers to participate in event. <b>CLOSED September 2019</b> - Request for Stall has been made.	Meeting Facilitator
34	Meeting Action	High Risk Youth Court	Presentation request	Invite Presiding Magistrate or Court Coordinator to attend the next CSAC meeting in December 2019	Meeting facilitator to extend invite to High Risk Youth Court to present at the December meeting.	Dec-19	Organise a presentation at next CSAC meeting	<b>November 2019</b> – High Risk Youth Court Coordinator acknowledged invitation but declined invite to present while the initiative is currently under review. <b>COMPLETED</b>	Meeting Facilitator
35	Meeting Action	Police Liaison Officer- Queensland Police Services	Presentation request	Invite Police Liaison team from QPS Townsville to attend the next CSAC meeting in December 2019	Meeting facilitator to extend invite to Police Liaison team at Queensland Police Services to present at the December meeting.	Dec-19	Organise a presentation at next CSAC meeting	October 2019- Presentation confirmed for December meeting. <b>COMPLETED</b>	Meeting Facilitator