



Making the Shire of Roebourne a safer place to live

QUARTERLY REPORT

October 2013 to December 2013



INTRODUCTION

The Cleansweep Taskforce was formed in 2010 in response to the Shire of Roebourne Community Needs & Satisfaction survey that showed crime and safety issues were a high priority for our community. Cleansweep is responsible for administering the community safety and crime prevention function for the Shire of Roebourne.

TASKFORCE MEMBERSHIP & MANAGEMENT

The Cleansweep Taskforce comprises representatives from the Shire of Roebourne, WA Police and its funding partners, Rio Tinto and the Woodside operated North West Shelf Project. This membership comprises the 'Steering Group'. The Taskforce and its associated initiatives are managed by the Shire of Roebourne's Community Safety Coordinator. This position is currently held by Stephanie Sparks, who commenced in this role on 30 July 2012. Monthly Cleansweep Taskforce meetings were held, which were attended by steering group members. These meetings are minuted, with copies of the minutes provided to Cleansweep steering group members.

FUNDING

Funding for the operation of the Cleansweep Taskforce and the associated initiatives has been provided through sponsorship and grant funding provided by Rio Tinto, Woodside operated North West Shelf Project and Western Australia Police and budget allocations from the Shire of Roebourne.

KEY INITIATIVES & PERFORMANCE MEASURES

Key initiatives for the Shire's community safety and crime prevention function are contained in the Shire of Roebourne Operational Plan 2013 – 2014 and focus on the target areas of:

- Crime Prevention/Anti-social Behaviour Management
- Graffiti Management
- Litter Management
- Alcohol Management
- Road/Vehicle Safety

The Cleansweep Taskforce focusses its activities in line with the Shire of Roebourne Operational Plan which is underpinned by the Cleansweep Strategic Plan 2011 to 2015.

A community workshop was held in April 2013 to review the Operational Plan. Representatives from key community groups, business organisations, the resources sector and government & non-government agencies attended the workshop. The outcomes of the workshop were used to develop the 2013 – 2014 Cleansweep Operational Plan, to ensure that key initiatives associated with the target areas and the Shire of Roebourne Operational Plan were aligned with community expectations.

INITIATIVE OVERVIEW

Following is an overview on the progress on the various initiatives and projects that have been undertaken or continued during the second quarter (October to December 2013) for the 2013 - 2014 financial year.

CRIME PREVENTION/ANTI-SOCIAL BEHAVIOUR MANAGEMENT

Manage Crime prevention/anti social behaviour through providing support to initiatives that promote safe community behaviour

Related Shire Theme/Goals: Our Community – Diverse and Balanced – We will further develop and maintain the infrastructure and facilities to create aesthetically attractive and liveable towns which will develop into more diverse and balanced communities

Cleansweep Taskforce Strategic Goal: We will engage with stakeholders to build a community where crime and anti-social behaviour is not accepted.

Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
1.1	Continue to implement CCTV and security lighting subject to needs and funding		Determine positions for additional CCTV cameras and security lighting in consultation with stakeholders	Dec 2013		\$195,000 (Grant from POCA and NWSP)		Determine positions for additional CCTV cameras and security lighting in consultation with stakeholders	Delayed/ Delays Anticipated
			Install signage to support CCTV installations	Dec 2013		\$4,000 (631633)	\$1,206	**Signs installed as required	Delayed/ Delays Anticipated
			Make grant funding applications to source funding for installations	Ongoing		\$Nil		Make grant funding applications to source funding for installations	On Target
			Upgrade lighting in park/s	Jul 2013 – Jun 2014		\$25,000 (grant from WAPOL)		**Lighting upgrade completed	On Target
			Installation of lighting upgrades along footpaths in consultation with key stakeholders	Jun 2014		\$250,000 (Strategic Projects)		**Lighting upgrade completed	On Target
1.2	Continue to improve crime & safety awareness & neighbourhood relations by implementing ongoing projects and programs.		Undertake community BBQ's /events with WAPOL (4 annually)	Dec 2013 Feb 2014	Aug 2013 Oct 2013	\$15,000 (631631. 3101)	\$50	Undertake community BBQ's /events with WAPOL (4 annually)	On Target
			Distribution of invitations & advertising	Apr 2014 Jun 2014		\$3,500 (631631. 3602)			
			Purchase variety of branded promotional items for distribution at community events	Nov 2013		\$20,000 (631631. 3101)	\$15,363	** Selection of promotional items purchased ** Scale of distribution	On Target

			Purchase mobile CCTV cameras	Oct 2013	Sept 2013	\$3,500 (631631.3101)	\$3,790	** CCTV cameras purchased	Completed
			Implement motorcycle / bike lock subsidy initiative	Nov 2013 to Jun 2014		\$10,000 (631631.3101)	\$4,791	**Uptake from community members on initiative	On Target
			Community Crime Prevention presentation/s conducted	Dec 2013 Mar 2014		\$2,000 (631631.3101)		**Attendance numbers	Not Started
			Reprint Cleansweep branded pamphlets (street drinking/Cleansweep)	Feb 2013		\$2,800 (631631.3101)		** Pamphlets reprinted	Not Started
			Coordinate community information mail out from WA Police	May 2014		\$3,500 (631631.3602)		** Mail out completed	Not Started
			Review participation in 'Eyes on the Street' initiative and coordinate additional training	Aug 2013	Aug 2013	\$Nil	\$Nil	** Training completed ** Additional people trained in initiative	Completed
			Attend Community Association meetings	Jun 2014		\$Nil		**Attendance at 2 meetings of each community assoc.	On Target
			Investigate participation in eWatch program/newsletter	Aug 2013	Aug 2013	\$Nil		**Participation in and community feedback indicates increased awareness of program	Completed
1.3	Review and update residential property kerbside numbering for emergency and property identification purposes		Update all residential property street numbers and place visible street number on verge	Jun 2014		\$60,000 (Planning Services)		Update all residential property street numbers and place visible street number on verge	On Target

PERFORMANCE NOTES

1.1 Continue to implement CCTV and security lighting subject to needs and funding

- The Shire has continued liaising with the sole respondent regarding queries for the proposal put forward for CCTV. These queries have been quite technical in nature and have required more time than first anticipated to address, which will result in delays in the project completion date.
- Signage for installation near where CCTV is to be installed has been purchased. Signage will be installed on when CCTV is completed.
- Shire engineering staff have continued working on plans for installation of lighting along identified priority footpaths.

1.2 Continue to improve crime & safety awareness & neighbourhood relations by implementing ongoing projects and programs.

- The Shire had a community stall at the Dampier Primary P & F School fete. Promotional materials for the Cleansweep Taskforce and collateral with associated key activities were included in the stalls. There has been a shift towards promoting the Cleansweep Taskforce and its associated activities through already arranged community events or activities to ensure maximum exposure within the community, rather than stand alone events such as community BBQ's, where community buy-in and attendance has traditionally been poor. This allows participation in numerous events all year round by utilising indoor venues also.
- A quantity of promotional items have been ordered to promote the Cleansweep Taskforce and associated key messages. These have included bookmark rulers, bucket hats, collapsible drink bottles, LED light key rings and microfibre car dash mats. These items will be distributed to community members at events and via customer contact points, including libraries and Police Stations.
- The bike lock promotion commenced in November in partnership with Scott Cycles, where free bicycle locks were offered with each bike purchased. Community participation has been very positive with good feedback. The promotion will continue into January and February 2014 until all locks have been distributed.
- The bike lock promotion was not started with North West Honda, due to lack of availability of suitable locks. The proprietor of North West Honda is very supportive of the initiative and will continue to try and source suitable locks for the promotion. It is anticipated that the promotion will commence in February 2014.
- Feedback from the Shire's Community Development team has indicated that Community Associations would prefer information from business units in the Shire to be provided in a written format for meetings (primarily for time purposes – to keep length of meetings to a minimum). Information has been provided via Community Development for dissemination.

1.3 Review and update residential property kerbside numbering for emergency and property identification purposes

- The Street Numbering Policy has been adopted and Shire personnel are progressing with reviewing lot numbers and reallocation of street addresses in the designated locations.



GRAFFITI MANAGEMENT

Manage graffiti prevention and removal

Related Shire Theme/Goals: Our Community – Diverse and Balanced – We will further develop and maintain the infrastructure and facilities to create aesthetically attractive and liveable towns which will develop into more diverse and balanced communities

Cleansweep Taskforce Strategic Goal: We will provide Shire services and develop community programs that result in a significant reduction in graffiti.

Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
2.1	Maintain and coordinate a rapid response programme to graffiti identified within the Shire.		Coordinate graffiti removal contractor and removal requirements	Ongoing		\$112,000 (631600.3100)	\$32,233	Remove all offensive graffiti within 48 hours of reporting Remove all non offensive graffiti within 7 days of reporting	On Target
2.2	Continue to coordinate an education and prevention program.		Develop graffiti information brochure for distribution at premises by removal contractor	Oct 2013 then ongoing		\$3,200 (631600.3100)	\$885	Disseminate graffiti removal information publicly	On Target
			Liaise with Department of Corrective Services on engagement of offenders for completion of voluntary hours	Ongoing		\$Nil		Facilitate engagement of all offenders referred by WAPOL to remove graffiti	On Target
			Upload graffiti reports to WAPOL	Monthly		\$Nil	\$270	Provide graffiti statistical reports to WAPOL on a monthly basis	On Target
			Develop & implement Community Art Project - Roebourne Basketball Courts	June 2014		\$85,000 (Funding required – source TBC) \$15,000 (631600.3100)	\$171	**Significant reduction in graffiti levels **Art project completed	On Target
2.3	Encourage community removal of minor graffiti that meets the standards under the Shire Graffiti Policy.		Purchase & supply graffiti removal kits to residents, businesses, schools, community groups with info brochure w/safety & standards.	Nov 2013 then ongoing	Sept 2013	\$8,000 (631601.3101)	\$6,900	Ensure all graffiti removal kits are provided within 48 hours of request	On Target

PERFORMANCE NOTES

2.1 Maintain and coordinate a rapid response programme to graffiti identified within the Shire.

- A new contract for graffiti removal services was awarded to Decor8 (the previous contractor) following a tender process. The awarded contract is for 2 years with a 1 year option.
- The Contractor will work to schedule, to address graffiti removal for new and some historical graffiti. If reports for racist or offensive graffiti are received, the Contractor will attend to these within 48 hours of reporting, though service delivery is usually much quicker.

2.2 Continue to coordinate an education and prevention program.

- Corrective Services have been advised that a Contractor has been appointed and that the opportunity for juvenile offenders to participate in community work is available on a regular basis (as has been the case in previous years). No requests for assistance from Corrective Services have been received.
- Graffiti reports continue to be submitted and uploaded to the Goodbye Graffiti database.
- Discussions with stakeholders for a community art project at the Roebourne Basketball Courts have been positive. Research is ongoing for suitable options regarding grant funding available for the Roebourne Basketball Courts Community Art project. Grant applications have not been completed until this research has been finalised.
- A graffiti information flyer is being developed for use by the graffiti removal contractor, which will advise residents that graffiti removal has been effected near their property. The flyer also provides information on community kits and reporting methods.

2.3 Encourage community removal of minor graffiti that meets the standards under the Shire Graffiti Policy.

- Quantities of personal use graffiti removal kits and kits for larger scale graffiti have been purchased for distribution throughout the community to assist with removal of small amounts of graffiti. Kits are available by request or via Shire reception and Shire Libraries. Demand for the kits from the general public isn't high, but the kits are well received when provided.
- Fifty eight (58) community wipe packs have been provided to community members, which have been collected, posted or picked up from community events.



LITTER MANAGEMENT Develop and support initiatives that help reduce litter Related Shire Theme/Goals: Our Community – Diverse and Balanced – We will further develop and maintain the infrastructure and facilities to create aesthetically attractive and liveable towns which will develop into more diverse and balanced communities Cleansweep Taskforce Strategic Goal: We will build a community where residents work together to reduce the amount of litter produced									
Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
3.1	Provide ongoing support and supply resources to community groups		Support stakeholders participating in ICARE litter clean-ups	Ongoing		\$Nil		Provide statistics on the amount of waste collected	On Target
			Support community groups participating in 'Bucks for Bags' program by supplying required resources	Ongoing		\$6,500 (631620.3101)		Number of bags collected under 'Bucks for Bags' program **PPE & consumables purchased	
3.2	Continue to schedule and promote regular Shire-wide litter clean up events to promote community/business involvement in litter initiatives		Facilitate Great Northern Clean Up	Sep 2013	DNS	\$1,000 (631620.3100)	\$Nil	Facilitate Great Northern Clean Up	Completed
			Facilitate community litter clean-ups utilising the 'Bucks for Bags' program	Ongoing		\$35,000 (631620.3100)	\$4,764	Facilitate 6 litter clean-ups with CARE/local businesses/ community groups per year	On Target
			Payment of tip fees from community litter clean-ups	Ongoing		\$7,500 (631620.3100)	\$1,154		On Target
			Purchase cigarette butt bins for community facilities	Nov 2013	Nov 2013	\$1,500	\$1,364		Completed
3.3	Tidy Towns Sustainable Communities Awards		Complete Award submission & judging itinerary	Jun 2014		\$5,000 (631620.3100)	\$57	** Submission completed	Not Started
			Publish submission	Dec 2013		\$10,000 (631620.3100)		** Publication completed	Delayed/ Delays Anticipated
			Host Awards function	Oct 2013		\$5,000 (631620.3100)	\$4,503	**Awards ceremony held	Completed

3.4	Prevention/investigation/prosecution of litter dumpers		Support Rangers in investigation process.	Ongoing		\$Nil		**Statistical information on reports/investigations conducted vs successful prosecutions/infringements issued	On Target
3.5	Deployment of litter picking services		Liaise with Waste Services on schedule of litter picking service crew	Ongoing		\$Nil		**Schedule obtained	On Target
3.6	Education & awareness programs.		Implement 'Secure Your Load' campaign	Nov 2013 then ongoing		\$5,000 (631620.3100)	\$8,622	**Statistical information on reports/investigations conducted vs successful prosecutions/infringements issued	Delayed/ Delays Anticipated
3.7	Builders Waste		Support Rangers in compliance to Local Laws	Ongoing		\$Nil		**Statistical information on reports/investigations conducted vs successful prosecutions/infringements issued	On Target
3.8	Traveller litter		Distribute car/camp litter kits through Visitor Centres and caravan parks	Feb 2014		\$1,500 (631620.3101)		** Kits distributed ** Feedback from travellers	Not Started

PERFORMANCE NOTES

3.1 Provide ongoing support and supply resources to community groups

- Nearly three tonnes of litter from ICARE, CARE and community litter clean-ups was been delivered to the 7 Mile Waste Facility in Karratha. Litter is also delivered to the Wickham Transfer Station, though statistical information is not available on the amount (weight) collected and delivered to that location.
- Wickham Tidy Towns conducted a community clean-up in October, with four local community groups participating. Three community litter clean-ups (including the Wickham Tidy Towns clean-up) have been conducted by community groups or not for profit organisations who have collected 341 bags of litter, resulting in payment of \$2,046.00. The total number of bags collected is 794 bags, resulting in total payment of \$4,764.
- Litter collection by Shire Litter crews is having a positive impact on the amount of litter available around the community, which will require community groups to undertake clean-ups in areas not addressed by litter crews.
- Stocks of PPE and other consumables are still sufficient to meet needs of community groups participating in community clean-ups.

3.2 Continue to schedule and promote regular Shire-wide litter clean up events to promote community/business involvement in litter initiatives

- Wickham Tidy Towns conducted a community clean-up in October, with four local community groups participating. Three community litter clean-ups (including the Wickham Tidy Towns clean-up) have been conducted by community groups or not for profit organisations who have collected 341 bags of litter, resulting in payment of \$2,046.00. The total number of bags collected is 794 bags, resulting in total payment of \$4,764.
- Community groups participating in litter clean-ups are able to access the Shire's Waste Facilities without incurring any direct costs. These fees are met by the Cleansweep Taskforce, and totalled \$385 for the quarter.
- Six stainless steel cigarette butt bins were purchased for installation at the Karratha Leisureplex due to the increasing amount of litter from cigarette butts left by patrons. These will be installed in designated smoking areas around the facility.

3.3 Tidy Towns Sustainable Communities Awards

- The Tidy Towns Awards function was held at the Karratha Leisureplex with approx. 60 guests attending from various locations in the Pilbara. Feedback from guests was positive, with many accepting the offer of a tour of the Leisureplex facility.
- The 2013 submission has been provided to the Shire's Communications team, where it will be reviewed and redesigned into a format more suited for publication. Due to the size of the document, this has taken more time than expected.
- Coordination of the 2014 Tidy Towns Awards submission and judging itinerary has been placed in the control of Shire's Community Development team, due to the majority of the content being derived from that business unit and stakeholders. The Cleansweep Taskforce will play an integral role in provision of applicable content for the 2014 submission.

3.4 Prevention/investigation/ prosecution of litter dumpers

- Shire Rangers continue to investigate reports of illegal dumping. Eighteen (18) complaints and subsequent investigations were conducted by Rangers. Mobile infra red cameras were deployed in Roebourne to assist with 'dumping' investigations, resulting in six infringements issued.

3.5 Deployment of litter picking services

- Litter picking crews continue to work within the Shire. Their services have proven effective with a noticeable improvement in the appearance of the town sites and road sides within the Shire. This is also evidenced through feedback from community groups who are complaining that there is smaller amounts of litter to collect in their community litter clean-ups.
- Work schedule of litter crews is provided by Waste Services on a regular basis. This is used to relay information to community groups who are planning community clean-ups.

3.6 Education & awareness programs

- Work continues on the 'Secure your Load' campaign, though there have been delays in sourcing enough suitable photos to be used in promotional material. A launch of the promotion is expected in February 2014.
- Shire Rangers received 8 complaints regarding insecure loads.

3.7 Builders Waste

- Rangers received 1 complaint regarding builders waste.

ALCOHOL MANAGEMENT Develop and support initiatives that help reduce the harms caused by misuse of alcohol Related Shire Theme/Goals: Our Community – Diverse and Balanced – We will further develop and maintain the infrastructure and facilities to create aesthetically attractive and liveable towns which will develop into more diverse and balanced communities Cleansweep Taskforce Strategic Goal: We will work with community stakeholders and professionals to reduce the harms caused by the misuse of alcohol.									
Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
4.1	Continue to promote education and awareness programs as applied to alcohol.		Attend Shire of Roebourne Liquor Accord meetings	Ongoing		\$Nil		Ensure attendance at all Liquor Accord meetings.	On Target
			Attend West Pilbara Alcohol Management Group meetings	Ongoing		\$Nil		** Ensure attendance at all West Pilbara Alcohol Management Group meetings.	On Target
4.2	Provide ongoing programs to address alcohol issues/anti-social behaviour with sports clubs and licensed premises		Continue implementation of 'Just Bin It' initiative	Dec 2013	Dec 2013	\$1,400 (631631.3101)	\$Nil	Provide 'Just Bin It' alcohol bins at all new licensed premises where alcohol is consumed	Completed
			Expand street drinking club promotion	Apr 2014		\$3,200 (631631.3101)		** Implement strategies with sports clubs to reduce alcohol related anti-social behaviour following sporting events.	Not Started
			Continue promotion of street drinking awareness initiative	Ongoing		\$Nil		Relocate street drinking banners at prominent places within the Shire of Roebourne on a bimonthly basis	On Target

PERFORMANCE NOTES

4.1 Continue to promote education & awareness programs as applied to alcohol

- No Liquor Accord meetings were held during the quarter. Discussions with police officers Pilbara Liquor Enforcement Unit indicate a need to review the current Liquor Accord document and reinvigorate the Liquor Accord and the associated membership. This will be addressed early in 2014.
- Attended a West Pilbara Alcohol Management Group (WPAMG) meeting in November. Meeting focussed on status on WPAMG and implementation of next phase. With implementation of alcohol and other drug services being provided by Mission Australia, it is anticipated that management of the WPAMG strategy will be handed over to this organisation, with the status quo will remain regarding membership.

4.1 Provide ongoing programs to address alcohol issues/anti social behaviour with sports clubs and licensed premises

- Contacted new licensed premises within the Shire to discuss participation in 'Just Bin It' program. Licensee declined offer as there appears to be no issues in the vicinity of the premises.
- A total of 15 licensed premises are participating in the 'Just Bin It' initiative, with 32 bins at various locations adjacent to participating premises.
- Street drinking banners have been relocated within the Karratha Airport and the Karratha Visitor Centre. Issue identified regarding using banners at other locations (outside of Karratha) as banners have a greeting of "Welcome to Karratha". Initiative to be expanded with banners to be made available to each town.

ROAD/VEHICLE SAFETY MANAGEMENT Promote road/vehicle safety									
Related Shire Theme/Goals: Our Community – Diverse and Balanced – We will further develop and maintain the infrastructure and facilities to create aesthetically attractive and liveable towns which will develop into more diverse and balanced communities Cleansweep Taskforce Strategic Goal: We will partner with stakeholders to ensure a safe driving and pedestrian environment throughout the Shire.									
Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
5.1	Continue to promote safe driving messages both on and off road		Implement strategies identified in the Off Road Vehicle Strategy (in conjunction with Rangers Services)	Ongoing		Ranger Services Budget		Commence implementation of Off Road Vehicle Strategies	On Target
			Deploy Variable Message Sign (VMS) on a scheduled basis	Ongoing monthly		\$Nil		VMS deployed on a monthly basis	On Target
			Attend PIRSA (Pilbara Industry Road Safety Alliance) meetings	Ongoing monthly		\$Nil		Attendance at 80% of scheduled meetings	On Target

PERFORMANCE NOTES

5.1 Continue to promote safe driving messages both on and off road

- The status quo remains regarding delays associated with a proposal for an off – road vehicle area, as part of the Off Road Vehicle Strategy, which has been put forward to the State Government.
- The VMS has been used at regular intervals to promote road safety and safe driving messages in Wickham and Karratha. Key messages related to community litter clean-ups, school zones, road closures and a series of road safety messages in the lead up to the Christmas holiday period.
- The supplier of the VMS has addressed the radar issue, which has been supplied and has recently been installed. Testing and setup of the radar feature will occur in January 2014.
- Meetings for the Pilbara Industry Road Safety Alliance (PIRSA) have been held on a monthly basis, with attendance and input into all meetings.
- The two crash trailers purchased by PIRSA arrived just prior to Christmas and were deployed at various locations within the Shire. PIRSA initiated a six week radio advertising campaign, over the Christmas holiday period focusing on seatbelts, speed, drink driving and double demerits.

GOVERNANCE									
Related Shire Theme/Goals: Our Leadership – Responsive and Accountable: We will provide transparent and accountable local government service delivery that meets our communities' expectations The Cleansweep Taskforce will operate within the Terms of Reference and to Shire business standards.									
Ref ID	Services	Priority	Actions required What services will Cleansweep offer to make this happen?	Timeframe		Budget		Performance Measures	Performance Progress
				Planned completion	Actual	Planned	Actual		
6.1	Ensure the Cleansweep Taskforce operates within the Terms of Reference and to Shire business standards.		Hold regular Cleansweep Taskforce meetings	Ongoing - monthly		\$900 (316010. 3101)	\$264	** Meetings held on a monthly basis	On Target
			Regularly review and amend the operational plan.	Ongoing – at least quarterly.		N/A		** Plan goals reviewed and achievement measured.	On Target
			Develop & implement strategies within the Communications Plan	Sep 2013 then ongoing		\$Nil		** Strategies within the plan implemented	On Target
			Develop & implement dedicated Cleansweep Taskforce website	Jun 2014		\$20,000 Public Relations budget		** Website completed ** Number of hits on website **Community feedback indicates increased awareness of program	Not Started

PERFORMANCE NOTES

6.1 Ensure Cleansweep Taskforce operates within the Terms of Reference and to Shire business standards

- Cleansweep meetings have been held on a monthly basis, with agendas and minutes distributed to all parties concerned.
- The Operational Plan was reviewed in December with some small amendments made to reflect new projects.
- The Communications Plan was implemented in November and has provided a structured plan for dissemination and promotion of projects and initiatives of the Cleansweep Taskforce.
- The development of the Cleansweep Taskforce web page is dependent and directly linked to the redevelopment of the Shire's main website. As the Shire maybe changing status in the near future, the development of a new website (and the Cleansweep Taskforce website) will be associated with the transition to a City. Timeframes for website development are fluid and will be determined pending the outcomes on the decision on City status.

** - Cleansweep Taskforce Performance Measure. All other measures not marked are performance measures from the Shire of Roebourne Operational Plan

Cleansweep Work Plan by Quarter (2013 – 2014)

Quarter		1 (July-Sept)	2 (Oct-Dec)	3 (Jan-March)	4 (April-June)
1. Crime Prevention/Anti-social Behaviour Management					
Strategy		Activities			
1.1	Continue to implement CCTV and security lighting subject to needs and funding	<ul style="list-style-type: none"> RFP completed. Submit grant applications where applicable Conduct footpath lighting assessment 	<ul style="list-style-type: none"> CCTV Signage purchased Submit grant applications where applicable Assist in develop of project brief, tender etc. for footpath lighting project 	<ul style="list-style-type: none"> Finalise contractual agreements for CCTV CCTV installation commenced/completed CCTV MOU, policy and procedures finalised Signage installed Submit grant applications where applicable Footpath lighting project installation commences 	<ul style="list-style-type: none"> CCTV Installation finalised CCTV Signage installed Monitoring/maintenance continues. Submit grant applications where applicable Footpath lighting project installation completed
1.2	Continue to improve crime & safety awareness & neighbourhood relations by implementing ongoing projects and programs.	<ul style="list-style-type: none"> Purchase mobile CCTV cameras for use by Ranger personnel Coordinate additional training for 'Eyes on the Street' program Investigate eWatch newsletter program 	<ul style="list-style-type: none"> Organise and participate in community events/BBQ's Source and purchase selection of branded promotional items Develop and promote Off-road bike & bicycle locks initiative. Review Cleansweep branded publications due for reprint Attend Community Association meetings Submit content for eWatch newsletter 	<ul style="list-style-type: none"> Organise and participate in community events/BBQ's Promote Off-road bike & bicycle locks initiative (if required) Coordinate Community crime prevention presentation event Reprint Cleansweep branded publications (as required) Develop content for community mail out (with WAPOL) Attend Community Association meetings Submit content for eWatch newsletter 	<ul style="list-style-type: none"> Organise and participate in community events/BBQ's Promote Off-road bike & bicycle locks initiative (if required) Community mail out (with WAPOL) completed Attend Community Association meetings Submit content for eWatch newsletter Coordinate Community crime prevention presentation event
1.3	Review and update residential property kerbside numbering for emergency and property identification purposes	<ul style="list-style-type: none"> Develop policy on street numbering 	<ul style="list-style-type: none"> Review residential properties and reallocate numbers Commence community consultation/promotion of project 	<ul style="list-style-type: none"> Source contractor via quoting process Commence kerbside numbering program 	<ul style="list-style-type: none"> Complete kerbside numbering program
2. Graffiti Management					
2.1	Maintain and coordinate a rapid response programme to graffiti identified within the Shire.	<ul style="list-style-type: none"> Schedule/monitor graffiti removal. Develop Tender for engagement of contractor 	<ul style="list-style-type: none"> Implement contract for graffiti removal contractor Schedule/monitor graffiti removal. 	<ul style="list-style-type: none"> Schedule/monitor graffiti removal. 	<ul style="list-style-type: none"> Schedule/monitor graffiti removal.
2.2	Continue to coordinate an education and prevention program.	<ul style="list-style-type: none"> Facilitate youth offenders program with Corrective Services. Upload graffiti reports to WAPOL Liaise with stakeholders on Roebourne Community Art 	<ul style="list-style-type: none"> Develop and disseminate graffiti removal brochure Facilitate youth offenders program with Corrective Services. Upload graffiti reports to WAPOL 	<ul style="list-style-type: none"> Disseminate graffiti brochure Facilitate youth offenders program with Corrective Services. Upload graffiti reports to WAPOL 	<ul style="list-style-type: none"> Disseminate graffiti brochure Facilitate youth offenders program with Corrective Services. Upload graffiti reports to WAPOL

		Project - Roebourne Basketball Courts	<ul style="list-style-type: none"> • Source funding for Roebourne Community Art Project 	<ul style="list-style-type: none"> • Develop/implement project plan for Community Art Project - Roebourne 	<ul style="list-style-type: none"> • Complete Community Art Project - Roebourne
2.3	Encourage community removal of minor graffiti that meets the standards under the Shire Graffiti Policy.	<ul style="list-style-type: none"> • Provide kits to schools, business, and residents as required. • Conduct stock take and reorder community removal kits 	<ul style="list-style-type: none"> • Provide kits to schools, business, and residents as required. 	<ul style="list-style-type: none"> • Provide kits to schools, business, and residents as required. 	<ul style="list-style-type: none"> • Provide kits to schools, business, and residents as required.
3. Litter Management					
3.1	Provide ongoing support and supply resources to community groups	<ul style="list-style-type: none"> • Provide support to ICARE participants • Provide resources as required for community litter cleanups 	<ul style="list-style-type: none"> • Provide support to ICARE participants • Provide resources as required for community litter cleanups 	<ul style="list-style-type: none"> • Provide support to ICARE participants • Provide resources as required for community litter cleanups • Purchase additional resources - PPE & consumables 	<ul style="list-style-type: none"> • Provide support to ICARE participants • Provide resources as required for community litter cleanups
3.2	Continue to schedule and promote regular Shire-wide litter clean up events to promote community/business involvement in litter initiatives	<ul style="list-style-type: none"> • Facilitate Great Northern Clean Up • Promote & facilitate Bucks for Bags program 	<ul style="list-style-type: none"> • Promote & facilitate Bucks for Bags program 	<ul style="list-style-type: none"> • Promote & facilitate Bucks for Bags program 	<ul style="list-style-type: none"> • Promote & facilitate Bucks for Bags program
3.3	Tidy Towns Sustainable Community Awards	<ul style="list-style-type: none"> • Coordinate Awards function 	<ul style="list-style-type: none"> • Coordinate 2013 Awards function • Assist with publication of 2013 submission 	<ul style="list-style-type: none"> • Assist with development of Tidy Towns Awards submission for 2014 • Finalise publication of 2013 submission 	<ul style="list-style-type: none"> • Assist with development of Tidy Towns Awards submission for 2014
3.4	Prevention/investigation/prosecution of litter dumpers.	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers.
3.5	Deployment of litter picking services.	<ul style="list-style-type: none"> • Liaise with Waste Services on deployment of Litter crews 	<ul style="list-style-type: none"> • Liaise with Waste Services on deployment of Litter crews 	<ul style="list-style-type: none"> • Liaise with Waste Services on deployment of Litter crews 	<ul style="list-style-type: none"> • Liaise with Waste Services on deployment of Litter crews
3.6	Education & awareness programs.	<ul style="list-style-type: none"> • Develop content for 'Secure Your Load' campaign. 	<ul style="list-style-type: none"> • Develop content for 'Secure Your Load' campaign. 	<ul style="list-style-type: none"> • Implement 'Secure Your Load' campaign. • Continue 'Secure Your Load' campaign. 	<ul style="list-style-type: none"> • Continue promotion of 'Secure Your Load' campaign.
3.7	Builders Waste.	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers. 	<ul style="list-style-type: none"> • Provide regular support to Rangers.
3.8	Traveler Litter			<ul style="list-style-type: none"> • Gather resources • Assemble and distribute packs via Visitors Centre. 	<ul style="list-style-type: none"> • Monitor feedback & outcomes.
4. Alcohol Management					
4.1	Continue to promote education and awareness programs as applied to alcohol.	<ul style="list-style-type: none"> • Attend Liquor Accord meetings. • Attend WPAM meetings 	<ul style="list-style-type: none"> • Attend Liquor Accord meetings. • Attend WPAM meetings. 	<ul style="list-style-type: none"> • Attend Liquor Accord meetings. • Attend WPAM meetings 	<ul style="list-style-type: none"> • Attend Liquor Accord meetings. • Attend WPAM meetings

4.2	Provide ongoing programs to address alcohol issues/anti-social behaviour with sports clubs and licensed premises		<ul style="list-style-type: none"> • Review & expand 'Just Bin It' program in licensed venues/clubs etc. • Review placement of Street drinking banners 	<ul style="list-style-type: none"> • Contact sports clubs to discuss issues. • Develop & implement initiatives to promote safe drinking/ behaviour at sporting events. • Finalise 'Just Bin It' program in licensed venues/clubs etc. • Review placement of Street drinking banners 	<ul style="list-style-type: none"> • Implement & promote safe drinking/ behaviour at sporting events. • Review placement of Street drinking banners
5. Road/Vehicle Safety					
5.1	Continue to promote safe driving messages both on and off road	<ul style="list-style-type: none"> • Work with Rangers/Police/ Roadwise to develop/ implement safety messages in community. • Use VMS as scheduled. • Attend PIRSA meetings 	<ul style="list-style-type: none"> • Work with Rangers/Police/ Roadwise to develop/ implement safety messages in community. • Use VMS as scheduled. • Attend PIRSA meetings • Use VMS as scheduled. • Liaise with Rangers on implementation of Off Road Vehicle Strategy 	<ul style="list-style-type: none"> • Work with Rangers/Police/ Roadwise to develop/ implement safety messages in community. • Use VMS as scheduled. • Attend PIRSA meetings • Liaise with Rangers on implementation of Off Road Vehicle Strategy 	<ul style="list-style-type: none"> • Work with Rangers/Police/ Roadwise to develop/ implement safety messages in community. • Use VMS as scheduled. • Attend PIRSA meetings • Liaise with Rangers on implementation of Off Road Vehicle Strategy
6. Governance					
6.1	Ensure the Cleansweep Taskforce operates within the Terms of Reference and to Shire business standards.	<ul style="list-style-type: none"> • Monitor operational plan • Develop Communications Plan • Coordinate Cleansweep Taskforce meetings 	<ul style="list-style-type: none"> • Monitor operational plan. • Implement Communications Plan • Coordinate Cleansweep Taskforce meetings 	<ul style="list-style-type: none"> • Monitor operational plan. • Implement Communications Plan • Coordinate Cleansweep Taskforce meetings • Development of Cleansweep Taskforce website 	<ul style="list-style-type: none"> • Monitor operational plan. • Implement Communications Plan • Develop 2014/2015 Operational Plan • Coordinate Cleansweep Taskforce meetings • Launch of Cleansweep Taskforce website • Update website content