![CVRD logo]

COMMUNITY SAFETY ADVISORY COMMISSION MEETING AGENDA

THURSDAY, OCTOBER 5, 2017
BOARD ROOM
175 INGRAM STREET, DUNCAN, BC

9:00 AM

7. REPORTS

R1 Report from C. Villiers, Project Coordinator, Safer Futures Re: Youth
Representation and Best Practices
7

Recommendation For Information

R2 North Cowichan/Duncan Detachment RCMP Commander, Chris Bear Re:
Update on CPTED and North Cowichan and City of Duncan Liquor Store
Concerns and RCMP Statistics for Cedarwood Plaza

Verbal

R3 Cowichan Region Safety Lens Re: Implementation and Updates
11

Recommendation For Discussion

R4 Organization Information Updates

Recommendation For Information

8. UNFINISHED BUSINESS

9. NEW BUSINESS

10. QUESTION PERIOD

11. CLOSED SESSION

Motion that the meeting be closed to the public in accordance with the *Community Charter* Part
4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

12. ADJOURNMENT

The next Community Safety Advisory Commission Meeting will be held Thursday,
November 2, 2017 at 9:00 AM, in the Board Room, 175 Ingram Street, Duncan, BC.

Commission Members

C. Rolls, Community Policing Advisory Society, Chairperson	Councillor T. Duncan, City of Duncan
Director S. Acton	Councillor C. Fradin, Ladysmith
E. Croft, SD # 79	Councillor K. Marsh, North Cowichan
Councillor A. Canute, Cowichan Tribes	M. Staples, Social Planning Cowichan
J. Capps, Public Youth Member	J. Sterk, Public Member
RCMP, vacant	L. Vaccher, Public Member
Director M. Dorey	L. Vomacka, Town of Lake Cowichan

Minutes of the Community Safety Advisory Commission Meeting held on Thursday, September 7, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 8:30 AM.

PRESENT: Chair, Manager, C. Rolls, Cowichan Community Policing Advisory Society
Alternate Councillor C. Austin, Town of Lake Cowichan
Director S. Acton
Director M. Dorey
Sergeant K. Wood, RCMP

ALSO PRESENT: C. Villiers, Project Coordinator, Safer Futures
C. Cowan, Manager, Public Safety
M. Lewers, Recording Secretary

ABSENT: Councillor C. Fradin, Town of Ladysmith
Councillor L. Vomacka, Town of Lake Cowichan
Councillor T. Duncan, City of Duncan
Councillor K. Marsh, District Municipality
Executive Director M. Staples, Social Planning Cowichan
Trustee, E. Croft, School District #79
Public Youth Member, J. Capps
Member of Public J. Sterk
Councillor A. Canute, Cowichan Tribes
Member of Public L. Vaccher

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1   Regular Community Safety Advisory Commission meeting of August 3, 2017

It was moved and seconded that the minutes of the Regular Community Safety Advisory Commission meeting of August 3, 2017 be adopted.

MOTION CARRIED

INFORMATION

IN1   Update from the Manager, Public Safety Division Re: CSAC Membership
No applications have been received for membership candidates. An ad has been posted in local newspaper and social media.

A motion that CSAC meeting time is changed back to 9:00 a.m. beginning at the next meeting of October 5, 2017.

MOTION CARRIED

IN2   Community Safety Advisory Commission Review of Priorities and Planning Session Summary - June 1, 2017

Members discussed the draft summary and its use as a guideline for future CSAC meetings.

It was moved and seconded that the draft CSAC Review of Priorities and Planning Session Summary be approved as a guide for CSAC.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that the CSAC Review of Priorities and Planning Session Summary be brought forward to the Board for review.

MOTION CARRIED

IN3   Organization Information Updates

Members provided updates on various safety concerns within their regions and community events that were taking place.

REPORTS

R1   Update from the Manager, Public Safety Division Re: CSAC Youth Engagement Team

The need for more youth representation for the CSAC Youth Engagement Team was discussed. Tabled to next meeting.

R2   Report from C. Villiers, Project Coordinator, Safer Futures Re: Follow up on North Cowichan and City of Duncan Liquor Store Concerns

Tabled from September 7 meeting. Members of the commission to review the Cowichan Region Safety Lens report before October 5 meeting. Feedback along with a process for implementation to local governments to be discussed at next meeting.

R3   Report from C. Villiers, Project Coordinator, Safer Futures Re: Barefoot in the Park

It was moved and seconded that it be recommended to the Board that the updated version of Barefoot in the Park Safe Needle Disposal Toolkit be approved and placed on the CSAC web page to make available to the community.

MOTION CARRIED

R4	Report from C. Villiers, Project Coordinator, Safer Futures Re: DBIA and Downtown Safety

For information only.

ADJOURNMENT

10:01 AM   **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 10:01 AM.

_____   _____
Chair   Recording Secretary

Dated: _____

Gail Erickson

From:	noreply@civicplus.com
Sent:	Tuesday, September 26, 2017 8:48 AM
To:	Gail Erickson; Alana MacFarlane
Subject:	Online Form Submittal: Community Safety Advisory Commission

Community Safety Advisory Commission

Request to Appear as a Delegation at the Community Safety Advisory Commission

Community Safety Advisory Commission meetings are held on the first Thursday of the month at 8:30 a.m.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Community Safety Advisory Commission. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

Meeting Date	10/5/2017
Contact Information	
Contact Name	Dave Street
Representing	Warmland - Sharps Pick-Up Program
Number Attending	1
Address	2579 Lewis Street
City	Duncan
Province	BC
Postal Code	V9L 2Z2
Telephone Number	250-715-1132
Reply Email	dave.street@cmha.bc.ca
Presentation Topic and Nature of Request	Christy Villiers requested I present up-date on community Sharps Pick-Up.
Do you have a PowerPoint presentation?	No

Email not displaying correctly? View it in your browser.

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CSAC REVIEW OF PRIORITITES AND PLANNING SESSION SUMMARY

June 1, 2017

Prepared by Safer Futures

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Introduction

On June 1st, 2017, the Community Safety Advisory Commission (CSAC) members participated in a Review of Priorities and Planning Session. Commission members examined the CSAC's mandate, activities for the past year and determined plans for moving forward in terms of priorities.

CSAC Mandate:

By-law 3622 establishes the Community Safety Advisory Commission to "provide advice on safety issues of regional, sub-regional, and interagency importance "
- ➨ *To advise the Board on community safety issues of regional, sub-regional and interagency importance.*
- ➨ *To serve as a forum for multi-sectoral discussion where local government and community groups can work together.*
- ➨ *To be a conduit for recommendations*
- ➨ *To be a resource for planning staff Advisory Planning Commissions.*

The commission reflected on the mandate by exploring the following questions:

- • Does the mandate adequately reflect what the CSAC has been doing?
- • Does it reflect what you think the CSAC should be doing?
- • What is missing/needed?

Discussion points included:
- • The mandate is comprehensive but there are some aspects that could be highlighted and/or encouraged.
- • CSAC's function as a body that makes recommendations is important, and this aspect adds strength and accountability to the mandate. This aspect could be made stronger through combining bullets 1 and 3 from the CSAC By-law 3622 (above).
- • It is important to refresh and revisit our frameworks (i.e. every 5 years). This prevents frameworks/lenses/reports sitting on the shelf. *A next step is to provide members to review documents.*
- • Recognize primary prevention as a value we work from (i.e. CSAC supports unlimited resources and investment for children and families)
- • It was suggested that CSAC include specific reference to advise RCMP on policing priorities annually

CSAC Activities Review

A review of the activities for CSAC from 2016 to present revealed that it was a time of transition. The Commission added many new members including a new chair. A large part of the activities over the past year included a review of process and how to deal with priorities. This review of the activities

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during the planning session also discussed which processes were working well and where improvements were needed.

Questions explored by commission members included:

- Have we been effective?
- Where have we been successful?
- Where are we running into challenges?

2016 priorities included community safety issues in the Beverly Alexander Neighbourhood and surrounding areas, downtown Duncan Business safety, discarded sharps, and regional youth representation at a local government level.

The steps set out previously for each priority included:

Safe Needle Disposal
    i. Update and disseminate Barefoot in the Park
    ii. Work with Safe Needle Disposal Committee
    iii. Obtain information on current efforts regarding addictions and detox resources
    iv. Invite MHSU collaborative to inform CSAC about broader health efforts
    v. Conduct analysis and make recommendations to CVRD Board

Community Safety (Beverly Alexander Neighbourhood/CPTED)
    I. CPTED Review
    II. Gathering of RCMP data
    III. Neighbourhood Consultation
    IV. Safety Audit Walk
    V. Conduct Analysis and make recommendations to CVRD Board

DBIA Downtown Safety
    I. Connect with City of Duncan working group to determine next steps
    II. Conduct analysis and make recommendations to CVRD Board

Regional Youth Representation
    I. Resourcing and organizational capacity building to fund development of a regional model (CSAC as support)
    II. Results of model to inform recommendations to CVRD Board

Commission members agreed that the current priorities should continue to be the focus of the work of CSAC. It was suggested that the process could be streamlined through the following template:

    (1) Issue Identification
    (2) Issue Analysis
    (3) Recommendations

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(4) Monitoring and Evaluation
(this includes a process where recommendations flow to the board and updates are flowed back to CSAC from the board)

In terms of how community safety issues are explored and recommendations developed:
- Issues are brought to the commission's attention by commission members, local government or the general community.
- Background information, relevant research, and options for recommendations where appropriate would be prepared by staff (this includes Safer Futures support).
- Depending on the scope of the issue it may be helpful to garner funding for in-depth analysis of certain community safety issues.
- Reports by staff and external research collected would be the basis for CSAC to complete the issue analysis stage which than would help commission members to develop recommendations for CVRD board and other municipalities.
- It was noted that follow up should be provided to requesting agencies and community members of the recommendations made by CSAC to governing bodies and that this includes updates and/or decisions flowing back to CSAC from these governing bodies.

Other suggestions regarding process included:
- Conduct regular orientation session for new commission members and that this orientation include a binder containing past minutes, agendas, list of members, and terms of reference.
- Develop a CSAC web page with information on the Commission and its activities.

Moving Forward:

- Continue with current priorities as the basis for CSAC's activities.
- Revise these priorities to reflect the process of issue identification, issue analysis, recommendations, and monitoring and evaluation.
- Develop the agendas to reflect this new process.
- Follow up with the downtown Duncan Business Association.
- Explore the idea of looking at housing as a priority of this commission as well as the development of a value statement supporting primary prevention and the importance of investing in children and families.
- Review and update the Cowichan Region Safety Lens and the Community Health and Safety Action Plans and update every five years.

Regional Youth Engagement Model: Best Practices
Community Safety Advisory Commission

Summary

In response to the murder of a Cowichan community young woman and the subsequent community response in the Take Back the Night Walk in 2011, the Cowichan Valley Regional District (CVRD) Community Safety Advisory Commission (CSAC) prioritized concerns about youth victimization and crime and prioritized a youth safety review in the region.

The Safe Youth Cowichan, CSAC Youth sub-committee and Safer Futures (CWAV Society) designed a Cowichan Youth Safety Dialogues initiative (2012-2014) that looked at a range of indicators for risk and protective factors for youth in the Cowichan Valley and involved over 500 youth in discussions about what safety means to them. The work around Youth Safety has focused on carrying out the recommendations from these dialogues.

A key recommendation out of the dialogues was to build a process and mechanism for youth involvement in local decision-making. The CVRD Board provided initial support for SYC work through a 2013 resolution:

WHEREAS the Community Safety Advisory Commission has a mandate to "advise the Board on community safety issues of regional, sub-regional and interagency importance";

AND WHEREAS the 2012 Youth Safety Dialogues identified youth involvement as key in addressing youth safety matters;

AND WHEREAS members of Safe Youth Cowichan have agreed to work together as a collective council of youth to identify goals, strategies and activities to address safe communities throughout the Cowichan Region;

AND WHEREAS the Cowichan Valley Regional District supports youth involvement and believes youth input is essential to informing effective and responsive policies and programming development;

NOW THEREFORE BE IT RESOLVED That the Cowichan Valley Regional District commits to work together with Safe Youth Cowichan to promote safer communities.

(Adopted December 2013)

Building on the success of the work of SYC, youth members desire to have more formal involvement in local government decision-making processes to ensure that youth voices are included in decisions that affect them.

It is proposed to develop of a model for youth involvement in decision-making that is representative of the diversity of youth in the region, is accessible to the most vulnerable youth, and is integrated into local governance processes to afford young people a meaningful voice in decisions that affect them.

Issue
- There is currently no youth representation at the local government level.
- There is no current plan to identify opportunities to get more youth involved in their local government and community.
- There are no local government opportunities for young people to get involved and act as young leaders in their community

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Rationale

Creating a platform for youth having a greater voice in the community and an ability to play a greater role in the Regional Districts direction is an infinite way to create more active and engaged citizens over time and can only serve to make our community a better place to live.

Best Practices

Other Models from around BC:

☐ **Powell River Youth Council;**

Mission:

Educate and empower youth to provide meaningful input and to take action on local issues and municipal politics in Powell River.

Goals:

1. Mobilize youth on local issues through community, events, and projects.
2. Empower youth through education, skill building, and experience to be active citizens.
3. Provide opportunities for meaningful participation in Powell River's local government. The Youth Council is organized in a way that aims to appropriately and effectively represent the youth of Powell River and the Regional District, and make it easy for members to be involved and pick the area of work in which they want to be involved in.

Mandate:

The Committee's mandate is to provide information and advice to Council in relation to issues involving or affecting Youth, and will perform the following functions:

> (a) research and write policy proposals for Council's review;
> (b) co-ordinate community events that profile local Youth issues;
> (c) receive direction from Council on work or reports it requires on Youth matters;
> (d) develop and maintain relationships with individuals and organizations addressing issues of concern to Youth;
> (e) promote initiatives to support the well-being of Youth;
> (f) educate Youth on City governance, procedures and policy making;
> (g) provide networking opportunities for Youth;
> (h) consult with City administration and other organizations supporting Youth initiatives; and
> (i) inform Council of initiatives of other levels of government that could affect Youth and advocate for the City in the manner directed by Council if Council directs.

Notes: has a dedicated budget; age range is 13 – 23.

☐ **City of Victoria Youth Council;**

Mission:

To be the go-to group on municipal youth issues and initiatives in Victoria for youth, other community members, city staff, and elected officials

Goals:

1. Provide youth in the City of Victoria opportunity to meaningfully engage with their municipal government and the communities they are a part of.
2. Support the development and application of leadership and community building skills among members of the CVYC.
3. Plan and organize activities that support the implementation of the City of Victoria Youth Engagement Strategy.
4. Create an active network of youth in the City of Victoria to relate, collaborate and grow.
5. Be guided by and rooted in inclusive, anti-oppressive and equitable principles.

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Mandate:
- Listen and communicate regularly with youth from all backgrounds and walks of life
- Offer youth information and tools for engaging in municipal processes
- Work with the Mayor, Council, and city staff to include youth perspectives and experiences in municipal processes and decisions
- Take action and raise awareness about issues important to youth in collaboration with stakeholders
- Make recommendations and lobby municipal government with, and on behalf of, the general youth population in Victoria
  Notes: Council is supported financially and hosted by both City of Victoria and a non-profit organization; age range 14 – 24.

☐ **Surrey Leadership Youth Council (SLYC);**
Mission:
To be the youth voice of the city. (Original mandate started out as engaging youth in the Whalley area which was identified as a high-risk area within the City of Surrey).
Goals:
1. Organize and host the annual Youth Speak Up! Forum. This day-long forum usually consists of workshops, fun games like fear factor, prizes, and the chance to meet new people.
2. Engage others through art and beautification in the city. For example, we painted the yellow piano at Surrey Central PARKit!
3. Run activities and hang out at special events, like Surrey Youth Fest

Mandate:
SLYC is a group of youth who're aiming to have youth voices heard and acted upon by the City of Surrey. Every year they group hosts Youth Speak Up which encourages dialogue around the current issues that mean the most to youth. The findings are formally presented to the city of Surrey council to help inform priorities for the year.
Notes: Funding provided by the City of Surrey to provide staff support; funds distributed through Parks and Recreation.

Christy Villiers, Safer Futures Manager   Prepared September 26, 2017

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Cowichan Region Safety Lens

A project of the Cowichan Valley Regional District
Community Safety Advisory Committee
2008

R3

About the Community Safety Advisory Committee (CSAC)

Formed in 2003, the Community Safety Advisory Committee (CSAC) is charged with the mandate of advising the Cowichan Valley Regional District (CVRD) on safety issues of regional, inter-municipal, and inter-agency importance

The Committee also serves as a forum for multi sectoral discussion where local government, community groups, and residents can work together. The committee has a leading role in providing advice and support to *safer communities* initiatives across the Region.

Prepared for the CSAC Committee
By Safer Futures 'Making the Links' Project Team
CWAV Society
2007-2008

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A Community Safety Lens for the Cowichan Region

Introduction

Personal and public safety is an essential part of community living. A safe community is a place where all citizens can live, work and play safely <u>and</u> without fear of harm. It is one where all citizens have meaningful opportunities to participate in all environments, including decision-making processes.

Community safety is different for different people. There are significant differences depending on age, gender, abilities, race/ethnicity, income and/or sexual orientation. Safety is dependent upon a combination of factors including:

- Well designed, accessible physical environments
- Adequate physical infrastructure (e.g., housing, transportation, parks and open space)
- Social infrastructure (e.g., neighbourhood networks, recreation, adequate and accessible community support systems such as childcare, family programs, counselling, etc.)

Purpose

The purpose of the Community Safety Lens is to provide elected officials, planners and developers with a tool to assess community safety factors for proposed developments. It will include attention to use of land, design of buildings, and the provision of physical as well as social infrastructure.

The Lens will offer a series of steps and questions to provide considerations for enhancing safety and social well-being of potential residents and users. It will also include direction for citizen engagement to ensure that adequate consultation with key population groups is achieved.

A community safety lens is intended to complement holistic planning and assessment; however, it should not suggest a grading of a development for approval. It is a tool that can help to augment the planning process by providing a range of topics and items that may be included in a review process.

The Cowichan Region is very diverse in terms of its physical geography, demographics and economy. Each development will present unique questions and considerations, and should be assessed in its particular context.

Goals for a Safe Community

- A safe community is one where we feel safe in our home, at work, and out in public, day or night.

- In a safe community, no one is assaulted, abused, or otherwise harmed by family members, friends or strangers. Work places are free from violence and harassment.

- A safe community can be measured by the experiences of its most vulnerable citizens.

- A safe community contains quality services (youth programs, daycare, training) and well-designed infrastructure (safe buildings, public spaces, transit and streets).

- In a safe community, everyone has access to housing that is adequate and affordable. Everyone lives in neighbourhoods where they feel able to freely walk around and play outside.

- A safe community is accessible by all of its citizens – regardless of physical and intellectual ability.

- In a safe community, diversity is valued and there is no racism or discrimination.

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How will a Safety Lens be used?

The lens provides a 'way of looking' at a broad range of procedures that exist in community planning and development. While the safety lens provides a framework, its practical application is unique to the situation at hand. For example, in an application for rezoning, the safety lens can be applied by inserting a step that polls the community. Other examples include forums, safety audits, notices, worksheets, or checklists that can inform decisions and outcomes. Local governments currently use many of these tools.

How is safety considered here?

What steps or tools should be included?

Implementation of the safety lens involves a close look at procedures, applications and processes from the perspective of different departments in local government. In engaging with the safety lens, each department looks at how safety is considered and what tools are currently being used or should be developed.

Does this enhance safety?

Fill in the blanks: A Community Safety Matrix for Local Government

Department	Procedure, application or process	How is the safety lens applied?	What tools are used or need to be developed?

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Safer Community Planning: Key Elements

Safer Community Planning encourages considerations for personal and public safety, accessibility, affordability and overall quality of life for all people.

However, it is important to note that people are not the same, and it is important to consider not only the locational context of a development, but also the existing and potential needs of the diversity of people. These needs will differ depending on many factors such as age, gender, income, race/ethnicity, and abilities.

The Community Safety Lens presents three sets of considerations:

1. Community Involvement

The key to ensuring consideration of a diverse range of needs is meaningful involvement from citizens, especially those who are the most vulnerable, and bringing together a range of expertise and resources.

2. Physical Infrastructure

A community safety lens looks at the physical environment to ensure attention to provision of adequate infrastructure and design of buildings and public spaces to make them accessible, offer safety and security, and minimize risks to users.

3. Community / Social Infrastructure

It also addresses community and social infrastructure to ensure that neighbourhoods and communities offer adequate programs, supports and services to provide people with essential, accessible opportunities for a good quality of life.[1]

> Infrastructure is generally conceived as 'hard' infrastructure such as primary roads and water treatment plants. More recently there has been a great deal of interest and discussion about 'soft' infrastructure like hospitals, community and recreational facilities, public spaces, social housing, volunteer networks and community based agencies….
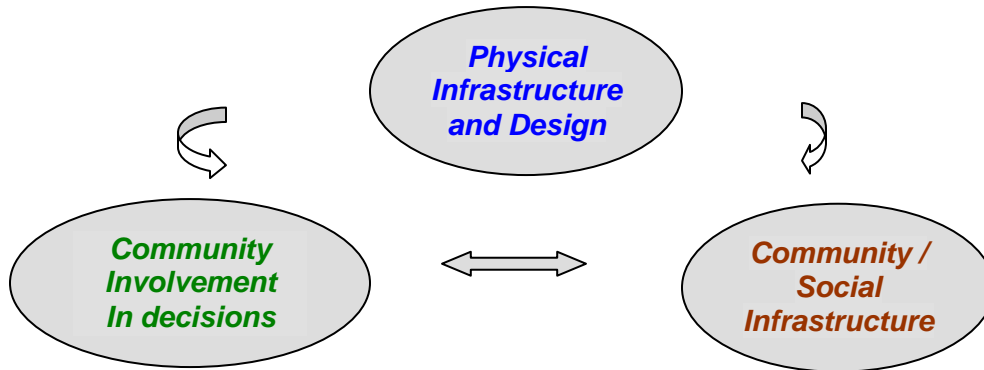>
> This is because such infrastructure increases social cohesion in urban cores, resulting in stronger municipal and national economies.
>
> *(City of Ottawa. Social Infrastructure Project. At http://ottawa.ca/residents/housing/infrastructure/index_en.html*

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[1] These elements are important to address the root causes of crime, which are the factors that put individuals at risk of being victimized or engaging in offending. (These factors are numerous and inter-connected and include poverty, substance misuse, lack of family supports, affordable recreation opportunities, family programs, adequate, affordable housing and transportation.)

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Safer Communities Checklist

The following pages provide questions for consideration on each of these topics. The checklist is augmented by a series of fact sheets that contain more detailed information on each component, as well as further resources for reference.

Physical Infrastructure and Design

Community Involvement In decisions

Community / Social Infrastructure

COMMUNITY INVOLVEMENT	**PHYSICAL INFRASTRUCTURE AND DESIGN**	**COMMUNITY / SOCIAL INFRASTRUCTURE**
Seniors Youth Children/Families Women People living with disabilities First Nations Immigrant and intercultural communities Resident groups Community groups Faith organizations Health School Districts RCMP	Housing mix Transportation links Access to open space, parks Pedestrian access, pathways, sidewalks Safe parking Public telephones Signage Building Design and Management Land use	Adequate community services Affordable / supportive housing Accessible community spaces Opportunities for Employment, training and education Transit Recreation programs Neighbourhood building Community engagement

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COMMUNITY INVOLVEMENT

Seniors

Youth

Children/Families Women

People living with disabilities

First Nations

Immigrant and intercultural communities

Resident groups

Community groups

Faith organizations

Health

School Districts

RCMP

COMMUNITY INVOLVEMENT *(See Fact Sheet #1)*

It is important to ensure inclusion of the perspective of various groups, and especially those who are vulnerable to victimization. This involves providing for meaningful inclusion of all groups in the planning and design process to ensure that key issues and needs have been included from the beginning.

- Who are the intended users of the planned development? Are there other potential users who should be considered?

- Who has been involved in the planning and design process? Who else should be involved?

- Have the issues and needs of key population groups, and particularly those who are the most vulnerable, been identified and addressed to the best of our ability?

- Tips for fostering involvement in public processes:

  ✓ Engage with key community agencies and organizations for input and/or committee involvement (refer to Appendix A Resource list).

  ✓ Ask how these agencies can assist in directly involving the people they serve. For example, they may be able to arrange a focus group of clients who can provide input.

  ✓ Provide incentives and assistance, and plan meetings and consultations with safety and accessibility in mind. Providing food at meetings and transportation subsidies for example, will help individuals living in low income situations to participate. One way to do this is to provide honorariums to non-profits.

  ✓ Hold public meetings in varied and informal locations. For example, meeting halls, churches, and school gyms are being used more and more for public events. There are also some creative ways to attract people who normally do not attend formal events. A good possibility is to hold events in local parks, food banks, the mall or other places people gather.

  ✓ Conduct informal focus groups and interviews. Engage facilitators who are familiar with the issues and the people.

  ✓ If you are using surveys, ask for assistance from community organizations around design, language, translation, and distribution. Mailed surveys can leave out those who are living with others or who don't have an address. Think about people whose first language is not English, and about people with

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hearing and visual impairments.

R3

PHYSICAL INFRASTRUCTURE AND DESIGN
PHYSICAL INFRASTRUCTURE AND DESIGN
Housing mix
Transportation links
Access to open space, parks
Pedestrian access, pathways, sidewalks
Safe parking
Public telephones
Signage
Building Design and Management

PHYSICAL INFRASTRUCTURE AND DESIGN

(See Fact Sheet #2)

Provide for consideration of a range of factors in development planning. Include a variety of perspectives in determining if needs have been met.

Housing mix
- How does the plan contribute to overall goals for provision of safe, accessible, affordable living? For example, does the plan preserve or enhance existing affordable housing stock? Does it invite participation from community service organizations?
- How does the plan consider linkages to affordable transportation, recreation, and the range of community services for the people who will live there?

Open space, parks and recreation opportunities
- How does the plan address needs for accessible, affordable recreation and leisure opportunities?
- How does the plan address the recreational needs of residents who are reliant on pedestrian travel?

Adequate transportation links
- Is the area served by public transportation? If so, does transit meet the needs of present and proposed users? Can new transit links be developed? If not, what other assistance is available?

Pedestrian access, pathways, links
- What pedestrian pathways are provided and are these designed to meet the needs of all potential users?
- Are sidewalks adequately designed to accommodate scooters and wheelchairs (e.g., appropriate width, curb cuts, no obstruction)?

Safe parking
- Does the plan provide for safe design of parking areas?
- Does the plan provide for management policies to ensure safety of residents and patrons (e.g., safe walk to car programs)?

Public telephones
- Are there existing public telephone services in the area?

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R3

- Does the plan provide for new emergency telephone access?

Signage
- Does the plan include provisions for directional and other information?
    - Does the plan consider people who may not be familiar with an area and for people who do not speak English, have a disability or are visually impaired?

COMMUNITY / SOCIAL INFRASTRUCTURE

Adequate community services

Affordable / supportive housing

Accessible community spaces

Opportunities for Employment, training and education

Transit

Recreation programs

Neighbourhood building

Community engagement

PHYSICAL INFRASTRUCTURE: SITE AND BUILDING DESIGN (Refer to Fact Sheet #3)

Has the plan undergone a safe communities review? Has the plan undergone a CPTED review?[2]

COMMUNITY / SOCIAL INFRASTRUCTURE

(Refer to Fact sheet #4)

Consider how a planned development may increase local needs for community services and programs. Consider how the development can contribute to building stronger neighbourhood connections and supports.

Neighbourhood / Community services and programs
- Make sure an inventory been done to determine the supply and adequacy of localized services, including:
    - personal and family support programs
    - parenting programs
    - children's programming
    - youth counselling, youth outreach, youth centres
    - quality, affordable child care
    - food security programs
    - cultural and diversity programs
    - substance abuse programs
    - seniors supports
    - employment/income, education and training opportunities
    - no or low cost recreation programs

- Are services linked to transportation systems and/or are there subsidies and assistance available?
- How can the planned development or proposal contribute to enhancing community services?

Affordable housing and community spaces
- Does planned development respond to known needs for affordable or social housing?

Environmental Design) is a safety review process conducted through Community Policing to assess measures related to the prevention of crime. http://www.rcmp-grc.gc.ca/ccaps/safecomm_e.htm

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R3

- Does planned development consider provision of accessible, affordable community spaces and facilities for recreation, localized services, neighbourhood groups, etc.?

Neighbourhood building

- Are there existing neighbourhood resident or tenant groups in the area?
- What kind of ongoing neighbourhood building can take place to
  foster involvement and cohesion? For example, is there a way neighbourhoods communicate with each other?
  - Are there accessible, informal, friendly gathering and meeting spaces available?
  - Are there ways to provide resources for community building events?

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COWICHAN REGION COMMUNITY SAFETY LENS FACT SHEET #1:
BUILDING STRONG NEIGHBOURHOODS – CITIZEN ENGAGEMENT AS KEY

> *"Children do well when their families do well, and families do better when they live in supportive neighbourhoods."[3]*

Building strong neighbourhoods requires creating healthy, safe, accessible living environments. We must go beyond bricks and mortar to improve opportunities for choices and better outcomes for individuals and families through:

- creating diverse, mixed-income, mixed-use neighbourhoods that provide supportive environments for vulnerable families
- ensuring that children and families can connect to opportunities that promote healthy lifestyles, and help them succeed and be self-sufficient, and
- strengthening neighbourhood engagement and participation in local decisions.

It is important to consider 1) how growth and development may affect all citizens, and 2) how development might work to enhance opportunities for people experiencing challenges to safety and overall quality of life.

COMMUNITY INVOLVEMENT AS KEY

Community involvement in decisions about development is key. Citizen involvement is crucial for building and maintaining strong communities.

It is important to remember that Cowichan is geographically and demographically diverse, and there are significant differences in population makeup, individual and family well being, as well as crime and victimization across areas.

Some individuals or groups are more vulnerable and isolated, requiring more localized or individualized efforts to reach out to them and more support and encouragement to participate and then stay involved.

There are numerous barriers to participation to consider. For example, women "… expressed higher levels of fear than men when walking alone after dark (16% versus 6%)." [4] Timing and structure of public meetings, formal language and jargon, issues around child-care and transportation, and accessibility issues (e.g. cultural, physical, language) can make participation difficult, or an intimidating prospect for many people.

The diagram below provides a list of community members to involve in decisions about development, as well as the linkages to key sectors of the community. It is helpful to consider

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[3] Margery Austin Turner and Deborah R Kay. 2006. How Does Family Well Being Vary Across Different Types of Neighbourhoods? Washington DC: The Urban Institute. Annie E Casey Foundation. 2006. Ties That Bind: the practice of social networks. Author: Maryland.

[4] Statistics Canada. 2004. General Social Survey 2004.

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how growth and development affects different groups living in a particular neighbourhood, how each sector may be involved, and how each and all might contribute.

RESIDENT GROUPS TO INCLUDE	SECTORS TO INCLUDE
Youth Seniors Women/Children/Families People living with disabilities People living with low incomes First Nations Intercultural and immigrant communities	Residents Business Community Organizations Institutions: Faith Schools RCMP Health Recreation Local Government

GATHERING DIVERSE INPUT

- Contact a range of community agencies and organizations for input and committee involvement (see Resource list).

- Ask how they can assist in directly involving the people they work with. For example, they may be able to arrange a focus group of clients who can provide input.

- Provide incentives and assistance, and plan meetings and consultations with safety and accessibility in mind. Providing food and transportation subsidies for example, will help individuals living in low-income situations to participate. Providing honorariums to non-profits can also support participation.

- Hold meetings in varied and informal locations. Meeting halls, churches, school gyms are good options. Consider other creative avenues…. Such as holding events in local parks, food banks, local cafés or businesses, the mall, etc.

- Conduct informal focus groups and interviews. Engage facilitators who are familiar with the issues and people.

- If you are using surveys, ask for assistance from community organizations around design, language, translation, and distribution. Written surveys only go to households and can leave out those who are living with others or don't have a home. If they are in English, they may leave out people who speak different languages. Also, think about people with hearing and visual impairments.

COMMUNITY SAFETY LENS FACT SHEET #2
PHYSICAL INFRASTRUCTURE: LAYING THE FOUNDATION

The physical environment literally provides the foundation for safe and healthy communities. Planning and development processes can support the safety and well-being of citizens by considering how new and existing developments can promote better and more affordable housing, public transportation, pedestrian pathways, community and social services, recreation, education and employment.

Each of the topics in this summary is a full and complex area of study. This summary is a quick reference to raise awareness of how each relates to community safety, and is designed to prompt questions when considering new development or re-development. It is recognized that in any given situation, not all of the questions will be relevant or feasible to address. The purpose is to provide a spectrum of considerations, and, where appropriate, to apply them to a given proposal.

HOUSING

In the Cowichan Region, access to safe, secure and affordable housing is an important need for future planning that is being addressed at the regional level. On the development side, it is also critical to link goals and plans for housing and specific housing types to public transportation systems and pedestrian linkages, to affordable recreational opportunities and important community services.

In addition, planned housing can consider needs for neighbourhood gathering space and family programming on site, and invite partnerships with community organizations in provision of services and recreation programs.

ACCESS TO OPEN SPACE, PARKS AND RECREATION OPPORTUNITIES

Recreation and access to open space that is safe, accessible, and affordable is a necessary element for a safe community. Parks and open space are critical to the health and well being of children, families, youth and seniors, and to the ability of neighbours to gather and socialize. Parks and open space need to be well considered and well managed to meet the needs of residents and visitors of all ages, abilities and cultures. They need to address the needs of residents who rely on pedestrian travel and who live in low-income situations.

ADEQUATE TRANSPORTATION LINKS

Adequate transportation is important to ensure that all members of a neighborhood can participate fully in their community and access the services they need for daily life. It is important to also identify how public transit is accessible to residents within the neighborhood and the frequency in which transit is available.

PEDESTRIAN ACCESS, PATHWAYS, LINKS

Sidewalks are more than curbs to channel pedestrians. They are necessary transportation links for people who might not have access to a vehicle. They are an avenue of safety away from traffic, and pathways for scooters and wheelchairs. Sidewalks can determine the ability of people to obtain food, attend a doctor's appointment or get to work. As such, they are an integral part of a transportation plan.

Pedestrian pathways should be designed to adequately accommodate wheelchairs and scooters, with adequate curb cuts, no obstructions and sufficient lighting. It is important to assess the adequacy of pathways through a site audit.

SAFE PARKING

Parking presents concerns in terms of location and design in both open lots and enclosed areas (see design checklist). For example, nationally, about one half of women do not use public transportation or parking garages due to concerns for their safety. This does not necessarily mean avoidance of parking garages. Rather, it points to the need for design of parking areas with safety and security in mind. Safe parking can also be achieved through management policies and safe walk-to-car programs.

PUBLIC TELEPHONES

Public telephones are becoming an often-overlooked aspect of safe design. Public telephones can come with significant challenges relating to public safety; for example, they are often vandalized and used inappropriately. However, many people do not have access to either landline or cell phone, and for some people, public telephones may be their only choice. Further, public telephones can provide important emergency access in a public place. It is also possible to mitigate problems with adequate pre-planning. A development plan should include a review of location of public phones and if needed, provide for new locations.

SIGNAGE

Signage is necessary for people to know where they are and where they are going. It can also provide essential information about accessing emergency services or public facilities, and can send messages about an area's ownership, intended use, and hazards.

It is important to consider people who may not be familiar with an area and people who do not speak English, have a disability or are visually impaired. (See design checklist)

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COWICHAN REGION COMMUNITY SAFETY LENS FACT SHEET #3:
PHYSICAL INFRASTRUCTURE: SITE AND BUILDING DESIGN

Our streets, buildings, parks and commercial areas can be designed to promote ease of use (accessibility) and minimize risk, especially for those who are the most vulnerable to crime and victimization.

This summary has been prepared as a quick reference to prompt questions about safety when considering development proposals and their design. In any given situation, not all of the questions will be relevant or feasible to address. The purpose is to provide a spectrum of considerations, and, where appropriate, to apply them to a given proposal.

OVERALL DESIGN AND LAYOUT

General design and layout of an area needs to be clear for people to know where they are and what direction they need to go to reach their destination. An unclear layout can create confusion as to direction; problems can also be compounded by lack of adequate signage, isolation, poor lighting, etc.

- Is it easy for someone who is not familiar with the area to find his or her way around?
- Is there adequate signage and other information that tells people where they are and how to find services, who to call in an emergency?
- Are buildings, sidewalks, pathways, streets and crossing areas well placed and accessible, particularly for people with disabilities? How has this been determined?

SAFE ENTRANCES AND EXITS

- Are entrances and exits located in areas with high visibility? Are they well lit?
- Is / will the area, building (or parts of the building) be subject to isolation? If so, are there practices in place to enhance personal safety and security of people who must use the area during those times?
- Is there more than one main route / exit through well-traveled areas, into and out of buildings?

VISIBILITY

- Does layout of the site and building(s) provide for maximum visibility of the street and parking areas, paths and walkways?
- Does the building interior contain sharp corners, isolated areas?
- Are there any structures, landscaping, vegetation, corners, ditches, vehicles, or signs that would impede visibility?
- Is the lighting adequate? How has this been determined?
- Is the lighting bright enough (without being too bright or causing glare), is it evenly spaced and unobscured by landscaping or fences?
- How well does lighting illuminate parking lots, pedestrian walkways, sidewalks, directional signs and maps? Is lighting adequate for someone to see another person 20 metres away?

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SIGNAGE

- What signage is needed to serve all users? Does it provide necessary information?
- Does signage direct people with disabilities to accessible entrances? Is it located properly? (e.g., so that it is visible to someone in a wheelchair?)
- Is the lettering large enough to read, easy to understand? Are there visual symbols?
- Are transportation points clearly indicated? (Taxi stands, bus stops, paratransit?)

LANDSCAPING

- Is landscaping designed to provide a balance between visibility and aesthetics?
- Is the landscaping designed to be user friendly? (E.g., community gardens, etc.)

MAINTENANCE

- How will the area / building be maintained?
- Who will be responsible for removing graffiti, repairing vandalism? Will this be done promptly?
- Will there be information posted to tell people how to report problems?

MANAGEMENT AND SECURITY

- How is the area or building monitored? (management staff, police, security staff, etc.)
- Are managers aware of personal safety concerns for women and children? What strategies are in place to ….?
- Where buildings are used by businesses and services, are there personal safety measures and programs in place?
- How far away is the nearest emergency service? (alarm, personnel, emergency telephone) Is the area patrolled by security, police, or neighbourhood watch?

COWICHAN REGION COMMUNITY SAFETY LENS FACT SHEET #4:
COMMUNITY AND SOCIAL INFRASTRUCTURE

'Social infrastructure' is the range of activities, organisations and facilities supporting the formation, development and maintenance of social relationships in a community." [5]

A healthy social infrastructure is critical to the quality of life for residents. This is achieved through ensuring there are adequate, accessible supports such as social housing, community meeting space, affordable recreational facilities, employment and training programs, quality child care, family and youth programs, health facilities and food security programs.

Equally as important is the ability of people to work together, and to ensure a voice for all. A strong neighbourhood is socially inclusive. It is one where people are able to participate in decision-making and address issues that affect their quality of life.

Social inclusion is described as a feeling of belonging, acceptance and recognition and is intertwined with issues of diversity, equality, opportunity, and democratic participation.

(Infrastructure Canada. Inclusive Communities And The Role Of Strong Infrastructure http://www.infrastructure.gc.ca/research-recherche/index_e.shtml

COMMUNITY SERVICES, TRAINING AND RECREATION

There are many community services in the Cowichan Region. However, they are not always accessible to everyone. This can be due to a number of factors such as lack of resources, location, lack of transportation, language or perceptions around access or culture.

Localized and neighbourhood-level programming is important for building community; it is also essential for individuals and families experiencing obstacles to affordability and mobility. When considering new development, it is important to assess availability and adequacy of local or neighbourhood-based community services, such as:

- personal and family support programs
- parenting programs
- children's programming
- youth counselling, youth outreach, youth centres
- quality, affordable child care
- food security programs
- cultural and diversity programs
- substance abuse programs
- seniors supports
- education and training opportunities
- no or low cost recreation programs

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[5] Voluntary Works. What is Social Infrastructure? http://www.voluntaryworks.org.uk/Portal/MKSMGrowthAreaand Social Infrastructure.asp

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1. **Are there adequate, accessible, affordable community services and programs in the area?**
2. **Are services linked to transportation systems and/or are there subsidies and assistance available?**
3. **How can the planned development contribute to enhancing community services?**

AFFORDABLE HOUSING AND COMMUNITY SPACES

Safe and affordable housing is critical in itself. It is also critical to obtaining and maintaining employment, supporting the needs of families, and providing security for children and seniors. When considering new residential development, it is important to assess how our goals for housing are being met, and if new development can contribute to meeting current and future needs.

- Does planned residential development respond to known needs for affordable housing?
- Does planned residential development consider provision of accessible community spaces and facilities for recreation, localized services, neighbourhood groups, etc.?

NEIGHBOURHOOD BUILDING

Strong neighbourhoods can foster safety and resiliency for the most vulnerable. Community building efforts can help bring people together to address issues and build positive solutions. It is also important to foster neighbourhood and civic involvement to promote a shared sense of responsibility. Ways to foster involvement include:

- Foster grass roots neighbourhood groups
- Identify and/or provide accessible, informal, friendly gathering and meeting spaces
- Provide resources for community events
- Sponsor a neighbourhood newsletter
- Promote community gardens
- Initiatives like Block Watch and Emergency Planning (PEP) can also foster neighbourhood-based activities.

APPENDIX A: COMMUNITY RESOURCE LIST

COMMUNITY COMMITTEES AND ORGANIZATIONS

- CVRD Community Safety Advisory Committee

- Cowichan Valley Safer Futures Program

- Social Planning Cowichan

- Cowichan Family Life Association

- Cowichan Women Against Violence Society

- Community Options Society

- Canadian Mental Health Association

- Cowichan Valley Independent Living Association

- Cowichan Valley Association for Community Living

- Cowichan Valley Basket Society

- Mill Bay Food Bank

- VIHA: Margaret Moss Health Centre

- Cowichan Valley Intercultural and Immigrant Aid Society

- House of Friendship

- Volunteer Cowichan

- Community Policing

- RCMP Crime Prevention Unit

- Lake Cowichan Community Services

- Ladysmith Neighbourhood Centre

APPENDIX B:

C·V·R·D

PUBLIC SAFETY POLICY

1. STATEMENT OF PRINCIPLE AND PURPOSE

The Cowichan Valley Regional District recognizes that violence is an insidious problem with devastating costs that affects all residents and that violence against any person is unacceptable. Moreover, the District recognizes that one of the groups most at risk of being abused is women and that among women, the most vulnerable groups are visible minorities, aboriginal women arid women with disabilities. The Cowichan Valley Regional District recognizes a need to demonstrate leadership to achieve equality and end violence, and commits to ongoing efforts to prevent violence in our community.

2. GOAL STATEMENT

It is a goal of the Board to promote communities where all people can freely use public spaces, day or night, without fear of violence, and where people including women and children and persons with special needs, are safe from violence. Accordingly, the Board shall;
  a) Ensure that all CVRD programs and policies support personal and public safety, and
  b) Adopt development guidelines respecting issues of safety and security and apply those guidelines in its review of Official Community Plans and development proposals.

3. POLICY

The Cowichan Valley Regional District shall promote safety and security in public places, including streets, parks and open spaces, schools, public transit and public parts of buildings. To encourage public safety and security for all persons, but with particular attention to women children and persons with special needs, the Board will;
  a) Encourage improvement in public safety and security in approvals of buildings, streetscaping, parks and other public and private open spaces;
  b) Encourage the design and siting of new buildings to provide visual overlook and easy physical access to adjacent streets, parks and open spaces and to allow clear views to parks and open spaces form the street;
  c) Encourage appropriate lighting, visibility and opportunities for informal surveillance for buildings and open spaces;
  d) Encourage improvement of existing streets, buildings, parks and other publicly accessible areas, where existing conditions do not promote public safety and security.

4. IMPLEMENTATION STRATEGY

Address:

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- Ongoing implementation of safety audit recommendations, planning and development review, policy within the CVRD Structure.
- Provision of ongoing education and information for staff and program development.
- Provision of information to the public
- Ongoing support and partnerships with violence prevention organizations.

Determine
- Staff responsibilities, material requirements such as:
    - Administrative Co-ordination and Assistance
    - Planning and Technical Assistance
    - Human Resources (employment practices, staff training)
    - Communications, Public Information
    - Materials and Resources (information kits, brochures)
- Options for funding and community partnerships i.e. National Crime Prevention Centre