Introduction
The parties to this protocol are the Director Environment, Planning and Development Services of Bega Valley Shire Council (represented by the Manager of Development Services) and the Far South Coast Local Area Command of the NSW Police Service (represented by the Crime Prevention Officer).

The purpose of the protocol is to facilitate the incorporation of Crime Prevention through Environmental Design (CPTED) principles in the assessment of certain development applications and in the preparation of Plans of Management.

Applicability
Council will consider CPTED principles when assessing all developments as required by legislative guidelines under Section 79c of the New South Wales Planning and Environment Assessment Act 1979 (as Amended).

Discretion rests with the Council as to which DA’s and Plans of Management are referred for review to the NSW Police Service, depending on the size or nature of proposals and their likely impact on community safety.

The schedule of development proposals for referral is indicative only, and is subject to variance to reflect changes in crime patterns and the size/importance of proposals.

The Schedule
- Multiple units, townhouse/villa development (20 or more dwellings)
- Mixed use developments with 20 or more dwellings
- New or upgraded commercial/retail development (major work)
- New or upgraded industrial complex (multiple industrial units)
- Large sports/community facilities
- Clubs/hotels (i.e. extended hours, gaming rooms)
- Service stations/convenience stores
- Hospitals
- Some developments of social interest (i.e. arcades, brothels, amusement centres, upgrading of housing estates, etc.)
- Plans of Management for “community land”.

TRIM ref: F11/537
Procedure

1. The Council’s Manager of Development Services should receive formal notification in writing from the NSW Police Service of the names and addresses of nominated officers.

2. Council will notify a nominated officer of the NSW Police Service (normally the Crime Prevention Officer) of a relevant development application (DA)/Plan of Management (PoM) as soon as possible after lodgement.

3. Where Council officers consider it appropriate, the NSW Police Service will be invited to Development Control Unit meetings, Planning and Environment Committee meetings or Council meetings.

4. Where the NSW Police Service seeks a meeting to view plans or clarify queries on a referred DA, this is to be arranged with the Council Officer named on the DA within the agreed time frame for comment by NSW Police Service.

5. All comments by the NSW Police Service on a referred DA/PoM are to be in writing, received within the deadline, otherwise Council will not guarantee that comments made will be taken into account.

6. All written comments should be addressed to the Manager Development Services, quoting the relevant DA number.

7. Council will take into account NSW Police Service comments in determining its response to DA’s.

Exchanges or Information

Council and NSW Police Service believe that the periodic discussion of emerging issues and trends relating to DA’s generally and crime prevention will be helpful to both parties and will endeavour to arrange discussion between representatives frequently and as required.

Where relevant and appropriate, NSW Police Service may make available to Council crime related information helpful to Council in the processing of DA’s.