



## **NottsWatch Executive Board Meeting 29 April 2015 Minutes**

### **Attending**

John Wood	JW	Chair
David Rhodes	DR	Treasurer
Sue Sambells	SAS	Secretary
John Lennard	JL	Rushcliffe
David Poole	DP	City
George Collins	GC	Newark & Sherwood
Mary Penford MBE	MP	Mansfield
John Swanwick	JS	Mansfield
Ak Khan	AK	Ex Divisional Commander
Chris Thompson	CT	Police Partnership Officer
Yvette Armstrong	YA	Notts CC

### **Apologies**

Paul Macey	PM	Deputy-Chair
Richard Stapleford	RS	Citizens in Policing Lead

- 1. Welcome and Apologies for absence** – As above named. The Board comprised of Trustees plus MP, JS & YA from NottsWatch (NW) Management Board. As RS unable to attend, AK stood in for him and asked that CT attend. CT has responsibility for Neighbourhood Alerts. Whilst an Executive Board meeting, to set policy, given the main agenda item was to discuss future strategy of NW following publication of the recent Review, additional members from the NW Management Team were invited.
- 2. Minutes** from the Executive Board meeting of 25 March 2015 and Management Team meeting of 7 February 2015 were agreed and SAS confirmed all action points, raised from the two meetings, had been met.
- 3. Matters arising from minutes** – suitability of venue and times for future meetings was discussed. Unfortunately, as the members live across the county, no venue will suit all. Different options suggested. It was noted to try to avoid rush hour for those travelling across the county.
- 4. NottsWatch (NW) Police-commissioned Review – proposed actions** – JW gave an overview of the process involved which, firstly, looked at individuals within the organisation, secondly, consulted the public for their views regarding Neighbourhood Watch (NHW) via survey monkey and now we

need to develop strategy following the review. RS had produced an Action Plan but following concerns raised by JW & DR, he had drafted a refreshed version. This document was distributed for discussion.

JW said the Review raises interesting points in the main. NW & NHW need to slightly change direction towards supporting communities, which all agreed with, but stated NW, as volunteers, could not take the lead on this. YA talked of social cohesion and the need for a coordinating of the focal point other than the good will of NW & NHW volunteers.

Setting up new schemes was discussed. In the past, police set up and coordinated schemes but are no longer resourced to do this. We need a specific point of contact (SPOC) and for one of our partners to provide this. JS talked of the success using Street Champions, funded by a lottery grant, on the Oaktree Estate in Mansfield. He stated that members of the Oak Tree Estate Resource Centre were acting as the Head Coordinators and they were recruiting Street Champions which will eventually become NHW Scheme Coordinators. YA expressed the importance of a sustainable scheme, for when any funding runs out. JS stated if and when the Lottery funding finishes there will hopefully have sufficient Street Champions/Coordinators to takeover and become individual schemes.

*Mansfield Partnership Against Crime* (MPAC) was discussed. JS stated that he would like to see better cooperation with MPAC. MP stated that she was a member of MPAC until she was told that they did not want voluntary organisations in their committee, YA stated that was no longer the case.

SAS asked AK for further information regarding the proposed reduction in PCSOs across the county. AK assured the board the police are fully committed to neighbourhood policing and there would be representation across all areas. They will not make any changes until after a full consultation process to determine which areas are less busy. It is likely some PCSOs will have larger areas where this is the case. JS suggested maybe retired police officers could become more involved, as volunteers.

DR referred to Cllr Gilfoyle's contribution of £10500, earmarked for ten new schemes in the seven county districts. YA took responsibility for this.

AK commended NW on the quality of the report and stated we now need to establish what is achievable/doable as opposed to aspirational. He asked that we review the proposed actions accordingly and we take feedback to the Advisory Group. From today's meetings, it was agreed:

- JW to revisit objectives and draft a further set of proposals of our aims and establish which organisations are required to contribute.
- DR & YA to develop a skeleton Service Level Agreement (SLA) to present to the NW team and, in turn, present to RS.
- Police to draft a SLA, once above proposal agreed.
- Plan needs infrastructure established to sustain/support it.
- Social cohesion (specifics) to be defined at a future meeting.
- Established **major** partners are Notts police plus county & city councils.

- Additional partners welcomed but not sustainable to have other organisations as major partners.
- RS has been tasked by the Police with the governance of holding volunteers to account.
- Once NHW, Police & County Council have agreed plan, we will seek to engage city council to commit. (Undecided as to which city team is more relevant to partner - Neighbourhood Development or Community Protection.
- Items 4.5 to 4.8 of agenda, re proposed actions, to be c/f.

**5. Finance** – Discussion led to agreement that one NW bank account should be active. MP to transfer balance of Lloyds NW bank account, once outstanding transactions have cleared, to the TSB NW bank account for which DR, JW & JL will be signatories. Two of the three to sign for cheques and DR to investigate if this ruling can be applied to BACS transfers. **Action DR.** Sub funds, within the one bank account, will be established as certain county monies are ring fenced as any potential city monies would likely be. Accounts to be provided at each board meeting, by DR.

**6. Future funding of NW-** GC & PM met on 21 April and provided a [report](#) and [recommendations](#), which were distributed prior to the meeting. JW confirmed the model put forward was good and should now be taken to the next level. A minimum of a three year period would be preferred, for any sponsorship, to ensure continuity. **Action JL to send details to GC & PM re NHWN’s representative for sponsorship.**

Following discussion re member’s travel expenses, currently set at the National HMRC level, it was agreed to reduce to 37p per mile, in line with recent police volunteer reductions. **Action – all members to contact their insurance companies to establish if basic protection covered travel to NW meetings. SAS to amend and distribute claim form.**

Promotional material was discussed. There had been a delay in obtaining the new pop up displays but this was back on track. YA advised NCC could potentially recycle the existing pop up structures with the new design. **Action taken - JL taking pop ups to YA so that NCC graphics dept. can review.**

MSA Training discussed. NHWN currently offering courses and JL believed they may provide in Notts, if there were sufficient demand. MP confirmed monies remaining in the training budget. **Action taken - SAS sent list of current MSAs to GC & PM to enable invitation re training, once organised.**

In response to suggestion re presentations, DR confirmed NW own a projector and screen but suggested using a blank wall was more effective as screen cumbersome. SAS advised she had put together a [powerpoint](#) and recommended it be adapted to a specific area to include details of any existing

schemes, such as her [Bramcote example](#). There are also resources on [Ourwatch](#) to set up and run a scheme. **Action JW & JL to discuss with National at next EM Forum.**

- 7. NottsWatch trade mark application** – JW reported he has submitted an application (an upfront payment of £170 was required, which is non-refundable). Details now published in the trademark journal and, providing there are no objections by 24 June 2015 the name NOTTSWATCH should be registered as a trade mark.

**8. Any Other Business**

- YA wished to convey her thanks to Angela Peer, previous Operations Manager. She had enjoyed working with her and believed she had greatly contributed to NW.
- CT reported on a recent meeting re further developing the alerts system. Mike Douglas, VisaV, had also attended. NH alert uses a system similar to [Mosaic](#), which allows the study of demographics relating to specific streets. The Police's Corporate Communications Team are now overseeing this study. Any comments/questions may be directed to CT via emailing [chris.thompson@nottinghamshire.pnn.police.uk](mailto:chris.thompson@nottinghamshire.pnn.police.uk).
- DP asked who he should direct information to regarding new Housing Association schemes. JL confirmed still [cityadmin@nottswatch.co.uk](mailto:cityadmin@nottswatch.co.uk).

- 9. Next meeting** – Management Team Dunkirk & Old Lenton Community Centre, Wednesday 3 June, 1.30-3.30.

**Meeting commenced 10 am and concluded 12.30 pm.**