

Agenda Item	Presenter	Notes
Welcome/Apologies	SAS	Apologies – SV, HR, PS, MT, LT, JG, PH, JD, AS, CS Attending – SAS, PM, JCL, MD, MP, YY, SSS
Review outstanding actions	SAS	Refer to actions' spreadsheet
Finance	JCL	Expenditure from OPCC fund (19-20: 7K + 1K returned monies from Mansfield) Room Hire £18.75 Travel £91.45 Admin £567.50 Total £677.70
Delivery Plan – actions/results against objectives:		
Central Support Team Association Self Evaluation Tool	SAS	<p>Lengthy conversation to agree where we evaluate NW to be and discussed plans to improve where improvement required. Refer to spreadsheet. Actions: SAS Refer evaluation to PT & RB – re police involvement required re MoU.</p> <p>Discussed developing Skills Matrix to identify the skills our team currently can offer and where the gaps are to effectively plan to recruit to fill the skill gaps. Main development need is regarding wider membership.</p> <p>Actions: SAS to write job role for Membership Coordinator – responsibility for implementing Comms Plan for Membership and developing our Community Page. Membership criteria to be established. Comms Plan for Membership required.</p> <p>PM to feedback after conference re active coordinators.</p> <p>Discussed previous request for ID cards. Police unable to provide. MD advised VISAV have ID producing machine. Discussed NW application/verification procedure. SAS suggested adding vetted & effective coordinators to the new Community Team page on the website. https://www.nottswatch.co.uk/about/nottswatch-community-team</p>

		Actions MP to send photo & bio to SAS. SAS to chase up John D & Peter V (previously requested details from all three). YY to issue survey to coordinators to establish who are the active coordinators and if they would benefit from ID cards and promotion on website. Liaise with MD.
Publicity/Comms	Comms Team	Any ideas for summer newsletter to Jozef. Reviewed actions from last quarter recorded on Comms Trello Board. For access, contact Alex. https://trello.com/b/8ii3OfgD/nw-comms SAS completed Comms Plan and shared with Julie Cuthbert, Notts CC.
Website – Can we add analytics to measure interest?	MD	Analytics set up. Access via Google Account. SAS provided JH, VISAV, with her Google account details.
Recruitment/Training	SAS	Actions: NN to contact VISAV re communicardo issues. UoN sent forms – once completed and accepted, they will add NW as a partner in their volunteering section. Looking at creating complimentary role to Community Ambassadors allowing for less structure but more innovation and initiative from students. Action SSS to advise re future CO training. SAS needs info for application. Action SAS to complete UoN forms. SAS continues to offer ongoing training to the new volunteers.
MoU/Conference – Common Ground – Collaboration – Pledge – organisations signed up – active support AGM - date	MD/SSS/ SAS	Lengthy conversation re Conference. Discussion regarding being very clear at the conference regarding the role of MD as a Director of VISAV (rather than Trustee) during his short presentation of the Neighbourhood Alert survey tools and the use of them in other police force areas. All in full agreement. Action taken: SAS updated and distributed organisers’ agenda including action still required. Action: MP to

		<p>invite Ben Bradley. Update: Ben's PA responded to SAS's email to pass on apologies.</p> <p>MoU – SSS has meeting planned with Derek Higton, Service Director for Places Team, Notts CC.</p> <p>AGM set for Friday, 22nd November 2-4pm at Dunkirk. SAS emailed DOLCA re availability of hall and Room 4 (numbers depending on venue)</p>
Schemes set up in city/county	JCL	22 schemes in county (15 in Bingham)
Progress with Good neighbour schemes	SSS	SSS had to leave meeting early but SAS reported Inspire had made contact to advise a fourth Tech & Tea session was to be set up at West Bridgford library. SAS has offered to support with promoting this via website, alert and blog.
Progress of Student Watch/Ambassador Scheme	SAS	Anticipated launch this autumn. Farah (city council) leading. Discussed with Billy & Kirsty from UoN. Not received info from NTU.
Growth & Public Confidence from research & surveys NTU/NA	MD/AT (NTU)	Machi unable to attend. Latest survey finding to be presented at our conference, followed by interactive session with delegates to discuss concerns.
Hate Crime/Social Cohesion	MD/SSS/PS	<p>As agreed at Q4 meeting, AS emailed Tim Spinks, Head of Community Safety, Nottm. City Council and received a response from Amy Goulden, Community Cohesion Senior Manager. NCC believe they have the resources they require.</p> <p>PS unable to attend but he has pledged to continue to support NottsWatch after 30 September. He advised Cllr Rebecca Langton is now the portfolio holder for communities & Cllr Mellon would be a contact for safety.</p>
Any Other Business	ALL	None raised.