

Agenda Item	Presenter	Notes												
Welcome/Apologies	SAS	Apologies: SV, AT, JG, AG, GH, MP. Resignation YY, AS & ML. Attending: Sue Sambells, Paul Macey, John Lennard, Mike Douglas, Dick Wilson, Bob Vaughn-Newton & Jozef Doyle												
Review outstanding actions	SAS	PH to report on 3 new schemes referral email 27.10.19. Outstanding												
Finance	JCL/SAS	<p>SAS created new spreadsheet aligned to OPCC funding criteria. JCL reports paid bills. Finance policy set at Exec meeting following AGM.</p> <p>Spending last quarter:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Travel</td> <td style="text-align: right;">114.65</td> </tr> <tr> <td>Volunteer costs</td> <td style="text-align: right;">1130.00</td> </tr> <tr> <td>Training/meeting</td> <td style="text-align: right;">138.75</td> </tr> <tr> <td>AGM</td> <td style="text-align: right;">49.93</td> </tr> <tr> <td>Supplies</td> <td style="text-align: right;">475.20</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£1938.53</td> </tr> </table> <p>Year to date spend £6386.80 (OPCC Budget £8000) Projected minimum spend to 31 March £1327.50 + travel exp Projected balance remaining £285.70 minus expense. Action: Discuss purchases via email end Feb/beginning March.</p>	Travel	114.65	Volunteer costs	1130.00	Training/meeting	138.75	AGM	49.93	Supplies	475.20	Total	£1938.53
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Delivery Plan – actions/results against objectives:		The emphasis of today’s meeting was on succession planning for 20-21.												
Central Support Team Association Self Evaluation Tool	SAS	Refer to excel document – updated actions in bold. Area of concern remains at grass roots level but lengthy discussion regarding emphasis on grass roots support for 2020-21. NW has invested much time into higher level initiatives but often progress has been blocked by partners.												

		<p>Actions reported: Positive meeting between Supt Ian Roberts & CI Steve O’Neill with Sue Sambells & Paul Macey, arranged by CI Suk Verma. SAS raised concerns and police made a commitment (in red) as follows:</p> <ol style="list-style-type: none"> 1. Where NottsWatch, as a community safety organisation, should sit within the police structure. Agreed within Neighbourhood Policing (NHP) with support from Citizens in Policing Dept. (CiPD) 2. Police use of Neighbourhood Alert Establishing pilot with view to relaunch Alert. (CI Naomi Bolton attended recent open day at Hull re Humber Talking model of Alert.) 3. Police support at NPT level Now with senior support from IR, SO (County) & CI Naomi Bolton (city) plan to meet with Insp HS and review good practice from Newark. <p>Discussed:</p> <ol style="list-style-type: none"> 1. What do NHW schemes/coordinators want from NottsWatch? 2. SAS’s interaction with Notts Cybercrime and Notts Trading Standards teams following huge response from her alert re personal experience of attempted phone scams. Clearly education appreciated/sought. Cost of venue a blocker for Cybercrime. “No shows” a blocker for NW, plus planning resource. SAS suggested we create an Alert group of “bookers” for established interest groups plus lead coordinators of larger associations. No venue cost and established attendance. Ascertain dates presentations could attend meetings and align with both teams for scam awareness presentations/Q&A. 3. PM wishes to interrogate database but also to use survey tool to establish which schemes/coordinators are still effective and remove the deadwood. MD suggested regular prompts such as asking lead coordinators if they have a deputy (succession planning an issue as often schemes fold if lead leaves/dies). Also, opportunity to provide links to guidance that could enhance their effectiveness, via flowchart.
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<p>Publicity/Comms</p>	<p>Comms Team</p>	<p>Newsletter – JD working on winter newsletter to issue end Jan/beginning Feb. To reduce from six pages. Feedback requests to include road safety received. SAS suggested signposting to relevant authority as can be confusing, particularly where Highways England is involved. MD suggested we try short video updates. JD to look into this for the spring edition and liaise with NTU students who have a project to develop our You Tube site.</p> <p>Comms Meeting – to be arranged with AG - Social Media (SM), JD -newsletters, GH - Blog, MD & SAS. To incorporate grass roots training discussed at November Exec meeting via SM.</p> <p>Alert comms issues (MSA role) – SAS complimented Derek Pratt for his huge effort in reducing our comms issues from well over 1000 to nil and agreed to write to thank him. Action SAS.</p> <p>Blog – Action PM and JCL to send write ups/photos of new schemes to SAS – particularly for the new housing developments. Include council support info and contact details for scheme lead.</p>

		<p>Blog – JD agreed to write an article promoting the current support offered to schools/uniformed groups e.g. brownies in Notts. SAS passed latest version of SEIO (Schools & Early Intervention) to JC and BVN explained there are 11 schools’ officers in Notts. One assigned to each policing team. SAS had also recently shared info re Crawley Junior NHW plus details of published blog articles re DARE and suggested he contact HR re mini police. Action JD</p>
Website – Review analytics	SAS	<p>Without alerts linking to the blog & website, little traffic on website so regular alerts/SM required to prompt readers to blog/website. Agreed to remove from agenda but MD recommended VISAV optimise our website for the phrase neighbourhood watch. Action taken: SAS emailed Joe to ask he implement 4.1.20.</p>
Recruitment/Training	SAS	<p>Website Guidance sent to JCL & JD 1.12.19. Both to arrange access to Joomla and arrange training with SAS. Agreed we will no longer actively encourage recruitment from unexperienced volunteers as returns haven’t justified the investment of SAS’s time, overall. To return to prioritising recruitment of NHW coordinators & MSAs. Leave on agenda but under comms/new schemes development, as appropriate.</p>
MoU/Conference – Common Ground – Collaboration – Pledge – organisations signed up – active support	MD/SSS/SAS	<p>On hold – remove from agenda</p>
Schemes set up in city/county	JCL	<p>JCL reported last quarter – new schemes in Rushcliffe: Cotgrave 6, East Leake 5, West Bridgford 1 plus 14 in the pipeline including Gamston & Gunthorpe.</p> <p>Process of reporting new schemes discussed. SAS suggested stencil incorporating a basic code of ethics for coordinators following a complaint to NWN re disclosure of</p>

		personal information by a coordinator. MD advised he had proposed a similar process to be incorporated by VISAV in the registration process to Jayne Pascoe, NWN, but they chose a different option. To respond to SAS's suggestion we add new schemes to our website to show progression, MD suggested VISAV add the map shown on https://www.neighbourhoodalert.co.uk/ Action MD
Progress with Good neighbour schemes	SSS	Last quarter Steve reported Notts County Council (NCC) have broadened their strategy to incorporate other types of community schemes. NCC won't lead but are looking into providing a portal with tool kit & guidance. NCC looking for an organisation to lead on this. Remove from 20-21 Agenda.
Progress of Student Watch/Ambassador Scheme	SAS	Farah Khan held a training session 10.12.19. SAS unable to attend but provided A PP presentation. https://www.nottswatch.co.uk/images/collaboration-pages/notts-city-council/Community_Ambassador_PP.pdf Farah had previously requested a small grant from NW but been unable to provide sufficient evidence of progress to support her request. Remove from 20-21 Agenda.
Growth & Public Confidence from research & surveys NTU/NA	MD/AT (NTU)	SAS carried out agreed actions re 12 interested people from PP survey. Also arranged to add RB and SSS as MSAs to enable them to interrogate the data re people requesting council support. Remove from 20-21 agenda. See action above using survey tool.
Hate Crime/Social Cohesion	PS	Violence Reduction Unit created. Re Nottm CC, refer to collaboration page on website. Contact details for Neighbourhood Development Officers uploaded. Remove from 20-21 Agenda.
Any Other Business	ALL	None