



Nottinghamshire Neighbourhood Watch [®]
NOTTSWATCH



**Management Board Meeting -
Dunkirk & Lenton Old Community Centre NG7 2JW
Monday -12 February 2018 1.30pm**

Attendance

Members:

Sue Sambells	SAS	Chair	Broxtowe
George Collins	GC	Secretary	Newark & Sherwood
John Lennard	JL	Treasurer	Rushcliffe
Mary Penford - MBE	MP		Mansfield
David Poole	DP		Dunkirk & Lenton
Uzair Suhail	US		Publicity Team
Annabel Wearing-Smith	AWS		Events Planner
Gosia Fothergill	GF	MSA/Minute Taker	Gamston/Ruscliffe
Yvette Armstrong	YA	Community Safety Officer	Notts County Council
Leanne Taylor	LT	Engagement Director	NWN (National)
Helen Ridley	HR	Citizens in Policing Team	Notts Police
Paul Smithurst	PS	Nottingham Together	Nottm. City Council

Guests:

Baxi Motylska	BM	Crime Prevention	Notts Police
Steve Smith	SS	Age Friendly project	Notts County Council
Rob Bryant	RB	Age Friendly Project	Notts County Council
David Griffin	DG	Chair/Area Co-ord	Radcliffe on Trent/Rushcliffe

Apologies

Members

Paul Macey	PM	Vice Chair	Newark
Brenda Barber	BB		Wollaton
April Hunt	AP	MSA	Ashfield
Liberty Henry	LH	MSA	Ruddington/Rushcliffe
Katy Adamson	KA	MSA	Beeston/Broxtowe
Maggie Hill	MH	MSA	South Broxtowe

Guests

Mike Douglas	MD	Managing Director	VisaV
Chris Forrest	CF	Engagement Advisor	Co-op

1. Welcome and introductions.

The Chair (SAS) welcomed and introduced guests and new members, inviting a brief round of introductions.

- BM – Crime Prevention Officer Notts Police. Provides crime prevention training support and advice to front line officers and partners.

- DG – Chair/Area Co-ordinator for Radcliffe on Trent, and surrounding areas, originally combing 25 x NHW areas. Since increased to 40 x NHW areas covering Saxondale and Upper Newton, with growth still continuing.
- PS – Community Cohesion Officer – Nottm. City Council. Main focus of work is to Increase community engagement, sense of belonging and pride; promoting interaction between people and or groups.
- LT – Director NWN – responsible for building the capacity of NHW and volunteers, in strengthening existing schemes to include new and emerging communities to adopt different ways of working and support.

An example of this work is the Ashfield and Mansfield ‘Connect 2 Protect’ currently a pilot model in Ashfield and Mansfield.

The aim of this project is to:

Strengthen existing Neighbourhood Watch community structures, connection and engagement in Ashfield and Mansfield; moving from a crime focused to a wider social inclusion approach.

Offer a new structured approach that encourages stronger relationships, as well as introducing a more flexible and relevant methods of communication in encouraging helping people to help themselves.

A similar method is currently being discussed with colleagues in the City of Nottingham.

- SS – Neighbourhood Co-ordinator Age Friendly – Notts County Council
- RB – neighbourhood Co-ordinator Age friendly – Notts County Council

The Age-friendly scheme is a national model incorporating the eight domains of housing, transportation, social participation, outdoor spaces & buildings, respect & social inclusion, community support & health services, communication & information and civic participation & employment to meet the diverse needs of older people.

Similar to NHW – The Age friendly scheme encourages volunteering and Neighbourliness in reducing loneliness and isolation.

- US – Publicist recent volunteer providing support to NottsWatch to generate and manage publicity of achievements and projects.
- AWS – Event Planner offering support to NottsWatch in the planning, co-ordination and execution of events in promoting the concept of NHW.
- GF – MSA for Gamston and Rushcliffe, plus minute taker commencing at our next meeting.

SAS concluded the introductions adding several apologies being received from newly recruited MSA’s who we look forward to welcoming at the NottsWatch meeting in April.

2. Matters arising/Updates

YA invited response to actions raised on the 18th of December 2017.

OWL Card Minder – Action: PM to make enquires with Marks and Spencer about a donation

Update from PM: M & S have withdrawn sales of the card minders and are unable to offer further support. PM made enquiries with Amazon who are able to source similar cards for a cost of approx. £15.00 for 20 at least. Unfortunately, Amazon are not able to provide a donation.

PM proposes NottsWatch have a small amount 50-60 in stock, plus a small article to be written on the NottsWatch website. Committee agreed.

Action: US to write a brief article for publication via social media and neighbourhood alert, regarding the newly appointed members. (BF)

Action: US to prepare article, with approval of the Chair, re card minder.

Action: PM to purchase small amount of stock of card minders.

Safe Guarding Policy – Action: George to provide and update with regards attending the next Safeguarding course at Nottingham CVS. (BF)

Update: GC in contact with NCVS awaiting dates of availability after 20th February.

Progressing City schemes – Action: LT & PM to discuss approach which will be discussed by board members in the New Year 2018.

Update: (See Agenda Item)

Development of the SLA with Notts Police –

Update: (See Agenda Item)

3. Regular Updates – NB: Reports distributed to members and are available, by request to admin@nottswatch.co.uk

Briefings prepared in advance and forwarded to SAS covering:

3.1 Meetings Attended

SAS - Various induction meetings with new MSA's undertaken.

Presented Safer Communities Forum concept and www.sbscf.wordpress.com website at NPI meeting.

Attended South Broxtowe Safer Communities Forum Meeting.

US University of Nottingham off-campus student services to discuss prevalent crime types in the student community. Findings will be used to corroborate insights provided from Nottingham Trent University student services.

Age Friendly/UK - Discussed the common indicators of social isolation and loneliness, as well as the implications of these on susceptibility to fraud and scams.

Melanie Futer (UON Off-Campus Student Services) - Obtain information about prevalent crime types amongst student populations, and the recommended methods of reporting crimes. How social isolation/loneliness are identified and addressed, and delivery of services and provisions to students living off and on-campus.

David Jones (COLtd; Sneinton Alchemy; Age UK) - Get information about the scope/coverage of CO workshops, other local members to get in contact with, and other community events/organisations associated with COLtd.

COLtd Membership-Networking Event Lincoln - Explore innovative solutions for community events in small communities in Lincoln. Understanding community chest/funding application forms. Networking with grassroots and community action groups from Beeston and Hyson Green, as well as Lincoln.

3.2 Communication & Publicity –

US has met with local scheme coordinators plus representatives from Nottingham University Off-Campus Affairs, Notts CC Age Friendly and attended a Community Organisers event. For full details, see report.

Actions taken include increasing number of sources to post news and updates from including ERA Home Security; National Trading Standards; Trading Standards E-Crime; Neighbourhood Alert.

3.3 Finance update/Q3

JL – Treasurer provided current financial statement of expenditure and current balance(s), advising of current balance of the 2017/18 OPCC grant and the requirement of monies not being spent by March 31st 2018. JL also presented details of new schemes launched in Qtr 3 –five new schemes since last quarter.

SAS – thanked JL for prompting about the OPCC underspend, suggesting the committee forward ideas of utilising the current budget plus sending a Survey Monkey response to NHW members asking for suggestions. **Action: US to set up and liaise with JL to send out via Nottinghamshire Alert.**

YA – reminded the meeting about the OPCC conditions of grant that underspend cannot be carried forward, plus activity has to take place before the 31st March, suggesting capital items is considered.

3.4 Successes 2017/18

SAS – referred to the December's minutes where LT and YA suggested the committee identify success measures. SAS – felt the recruitment 'Join Us' campaign had been a huge success attracting 7 new members who offer new skills and support onto the committee.

YA – agreed adding additional successes had been achieved by the committee during 2017 which included:

- Audit of City schemes, plus the promotion and launch of new schemes across the county, plus the discussion and planning of the stakeholder event.
- Support with the OPCC funding application for 2018/19 and in the county.
- Number of county schemes launched
- Awareness raising of NottsWatch and NHW amongst partners
- Planning of stake holder event in the City
- Number of funding opportunities accessed i.e. NCC's Local Improvement schemes (LIS) - OPCC 2018/19 small grants – Health Foundation smaller grants.
- Connect 2 Protect advocates for Ashfield and Mansfield

SAS – suggested the successes of NottsWatch is acknowledged and recorded.

4. Discussion re work plan – updated and distributed.

4.1 City Schemes project

LT – had discussed the idea of developing a stakeholder event with PM, suggesting this event takes place in July 2018. PS suggested the stakeholder event could be incorporated with the Nottingham Together event in the summer. The Nottingham Together event promotes activities specially designed to connect communities, bring people together and make Nottingham a great place to live. PS felt the event would be a good platform in promoting Neighbourhood Watch.

LT will continue to provide city support and added PM had indicated NottsWatch might wish to consider a financial contribution to this event.

Subcommittee includes Lianne Taylor, Paul Macey, Colin Barratt, Chris Forrest, Paul Smithurst and will liaise with our Event Planner, Annabel Wearing-Smith. David Poole will continue to represent existing city schemes and link them to the summer event.

Action: Committee to discuss stakeholder event under agenda item and possible financial contribution at the next NottsWatch meeting in April.

4.2 2018 Conference/Agenda

AWS – introduced this item asking the committee to consider the high demand of venues peak wedding season, number of delegates, parking and public transport, plus third party vendors and speakers.

AWS – also suggested the committee needed to suggest a theme, number of delegates and specified time i.e. day or half day. AWS had scoped a few events across the county suggesting various sites.

SAS – thanked AWS for her briefing opening discussion about general location and costs.

HR – suggested the committee to look at taking the conference to a local setting via community halls, which would greatly reduce venue hire as well as generate income for communities. The same approach could also be applied to catering facilities.

SAS – Agreed asking for ideas about a theme.

YA – suggested the Connect 2 Protect ethos was about promoting new ways of working and the conference would provide an ideal platform in promoting this concept.

DP – made reference to ‘Keeping Safe and Well’.

RB – suggested the conference theme could be ‘Connect 2 Protect in Keeping Safe and Well’.

SAS – Asked for volunteers in developing this concept adopting a planning group setting and reporting back to the committee.

JL – offered his support re trade stands. No other volunteers.

YA – offered to develop a leaflet based on the ‘Are you Concerned about Crime’ as a good start in promoting ‘Connect 2 Protect – Keeping Safe and Well’ welcoming critical comments from RB and GC. **Action YA**

4.3 NHW SLA/MOU

SAS – due to recent Police restructures, it was felt the current SLA needed to be re-drafted in managing Police/NHW expectations.

HR – felt this was a good idea.

YA – suggested that NCC's MOU needs to gain support from the new Service Director of Place as NCC Community Safety was currently under a restructure.

Action: YA and HR to refresh both SLA and MOU – GC to be critical friend as to content of both documents in meeting managing expectations of NHW.

- 4.4 Recruitment Campaign** – In continuing the support of new volunteers onto the committee YA had suggested, to SAS, the concept of work plans being developed in providing peer support, self-development and learning.

SAS felt work plans would be beneficial asking for YA's support in taking this forward.

Action: YA to support SAS in development of work plans.

Action: RB to provide links to appropriate on-line training for volunteers.

4.5 Funding 18 – 19

YA – The OPCC small grants panel was meeting today in discussing applications submitted. Update – decision postponed. All applicants will receive a letter by Friday 9th March outlining whether they have been successful or not.

SAS – In PM's absence, PM has requested to record his thanks to YA and SW for their hard work in preparing and submission of the LIS application.

YA acknowledged PM's message, adding successful applications will be notified in due course and whilst NottsWatch application was awaiting NCC's consideration, work on Connect 2 Protect in Ashfield and Mansfield was continuing. YA asked the committee for their pledged 2k to be transferred over to the project in supporting web development and progress of the Ashfield and Mansfield project.

Action: YA to email JL via the Chair authorising the release of 2k to the Ashfield and Mansfield Connect 2 Protect project. Update: JL has transferred £2000 to their bank account, as agreed by the committee.

5. AOB

YA – Explained the General Data Protection Regulation (GDPR), which is the European Union's new legislation to protect the personal data of EU citizens. Organisations who hold such data have been given a two-year lead in period to become compliant, ending 25th May 2018.

YA – volunteered to work on this ensuring NottsWatch is data complaint, as well as liaising with LT re guidance and support from National NHW. **Action LT**

LT – advised her colleague Jayne Pascoe was drafting a set of guidance notes for NHW groups to adopt.

Meeting Concluded at 16.10

Date of next meeting – Dunkirk & Lenton Old Community Centre NG7 2JW - 1.30-4pm – Monday 9 April 2018. Executive meeting to be held immediately after. 4.00-4.30pm.